

TABLE OF CONTENTS

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An LLC owned by Hope DeVall

1. Journey & History
2. Our Mission
3. Location and Facility
4. Educational Objectives & Overview
5. Diploma Program / Bodywork / Therapeutic Massage
6. Neuromuscular Therapy
7. Energy theory / Sciences / Anatomy
8. Anatomy & Physiology / Pathology /
First Aid / Professional Development
9. Somatic Psychology / Business Practices / Ethics
10. Supervised Clinical Practice
11. Staff
12. Staff (cont.)
13. Staff (cont.)
14. Diploma Program
15. Tuition and Fees / Costs
16. Payment Options / Policies
17. Applicant Overview (cont.)
18. - 21. Student Handbook
22. Photos
23. Notes

You cannot teach a person anything; You can only help them find it within themselves.

—Galileo

My decision to transfer from a teaching career into the massage world was not an easy one. The unknown of my ability and stamina was the scariest part. My instructors put those thoughts at ease early on in the program. I was more than prepared for working on the general public at clinical time and when I was ready to take the MBLEx, it was a breeze! Upon graduating from school, I was ready for any massage setting. My deep tissue skills set me above the rest for hiring. I am in my sixth year running my independent practice and, many times over, my clients say my skills are above the rest. I owe this ability to the teaching skills of my instructors.

Jennifer Randall, LMBT#10773
www.cornelius.massagetherapy.com



Journey

You are about to embark upon an exciting journey. From the first step through the door to the graduation ceremony, Western North Carolina School of Massage students find themselves on a journey of discovery and miracles. Attending massage school provides a path to a new career, and it also offers an invitation to a way of life, both personally and professionally. It is an opportunity to be transformed by the warmth and generosity of human touch...to deepen your understanding of the human body...to immerse yourself in Asheville's invigorating and healing environment. We invite you to study with us here in the mountains of Western North Carolina!

History

In 2008, Hope DeVall fell in love with the massage profession. As an educator and licensed massage therapist, Hope wished to share the joy that she found in the art and science of massage with others. She has owned and operated two successful massage therapy practices and an organization that offers continuing education to a multitude of licensed healthcare professionals. She has been an NCBTMB approved provider of massage therapy continuing education since 2011, where she traveled to teach licensed massage therapists around the country. In 2012, she relocated to the beautiful mountains of North Carolina and landed in Asheville, one of the most healing and conscious places in the country. Here she decided to begin her heart-centered journey by establishing the Western North Carolina School of Massage. She partnered with several great educators including John Morgan, founder and former owner of the Edmund Morgan School of Massage in Cornelius, NC, who helped to write and design a quality integrative massage therapy program that blends well, the art and science of massage. She worked with other leaders in the Asheville massage community with the intention of offering the highest quality massage education to students, and through that, an enhanced massage experience for the community. Hope's vision is simple, yet profound. She wishes to change the world through touch and human connection. By offering a program rooted in mindful awareness, loving kindness and conscious, educated touch, she hopes that students seeking a career in massage therapy will be able to embrace their dream and touch the world!

Our Mission

We believe it is an honor to touch another human being, and that touch is essential for human health and well-being. Touch is not a luxury but a basic human need. In this spirit, we train people to bring conscious and expert touch to the world, through the highest quality and most innovative bodywork education available.

We begin with a creative curriculum that integrates proven bodywork techniques and theory with a unique intuitive and presence-centered approach. Our faculty of experienced and highly trained teachers, all successful in their respective fields, share their knowledge and insight with students.

Solid skills are the beginning of bodywork expertise, and WNCSSOM provides a grounded, technical foundation in massage theory and practice, including skills in therapeutic relaxation massage, clinical and structural bodywork, and neuromuscular therapy. A course in meditation and energetic bodywork, will help students deepen their sensitivity and subtle awareness. We also provide an excellent introduction to the entrepreneurial world of the body-worker with business and ethics training. With rigorous training in musculoskeletal nomenclature, kinesiology, palpation and professional therapist/client boundaries, the school promotes a culture of academic excellence, striving for high pass rate on the nationally accepted massage and bodywork licensure exam (MBLEx).

We are dedicated to creating a sanctuary for the growth of self-knowledge, presence and compassion. We support students with wisdom and encouragement, and are committed to empowering each student to develop their unique, creative healing potential. Class size is small, facilitating individual attention and close group connection. This encourages deep comprehension and application in students by supporting personal growth, self-awareness, active learning, and responsibility.



Location and Facility

"Dear Hope, Having been a licensed massage therapist since 1988; and, this being the third aromatherapy continuing ed. class I've taken; I have to tell you that this was not only the best class in aromatherapy, but quite possibly the best continuing ed. class that I ever remember. There is something very special about you, personally; you are an amazing and beautiful young woman with a sweet and glowing spirit.. I definitely stand in agreement with the other students that you are a very gifted teacher. You have the gift of teaching, (concise and clear and thorough and fun); and you also are a generous giver (sharing your knowledge and wisdom). I've learned a lot about aromatherapy over the years through classes, personal study, many reference books, and through practice (with myself and with my clients); but over this past weekend I learned SO much new information, as I knew I would. I love learning, and you were MORE than generous with your time, your beautiful space, your lightheartedness and with your knowledge and experiences and wonderful storytelling. THANK YOU, HOPE!!!!!! I look forward to more classes with you in the future. Much love to you, and thank you again for a memorable and outstanding class. Thank you for being here!" - Lorie Covey



Asheville, the “Land of the Sky,” is located in the Blue Ridge Mountains and is the largest city in Western North Carolina. Asheville is known as one of the “Best Places to Reinvent Your Life” (AARP Magazine, 2003) ”Top Seven Places to Live in the U.S.” (Frommer’s, 2007), and one of the “25 Best Places for Business and Careers” (Forbes, 2012). WNC SOM students find inspiration and support in Asheville, a community steeped in the tradition of the healing arts. Those pursuing the fullest potential of their massage and bodywork education could not ask for a better location.

Our building is easy to find and is located in the heart of Asheville. The spacious, light-filled main classroom at 131 McDowell Street, Suite 302 accommodates 16 students plus teacher comfortably, while our Student Lab is perfect for practicing your student clinical sessions. The school is well equipped for the learning process with adjustable massage tables, massage chairs, anatomy charts, audiovisual equipment and skeletal models. In the library, students can access a wide selection of books, periodicals and videotapes on massage

therapy and other health-related subjects. There is ample, free on-site parking and restaurants and shopping are just minutes away.

Educational Program Objectives

The 600-hour Massage Therapy Diploma Program offers a comprehensive education, preparing students for productive careers in massage and bodywork. A student will: Utilize efficient body mechanics to perform techniques with ease and benefit of clients. Apply with increasing confidence, relaxation and deep tissue massage techniques. List the structures and functions of the human body and the benefits of massage for each system. Practice the dynamics of a professional therapist/client relationship. Design personal career goals and apply business and marketing skills to create a successful career. Demonstrate ethical and professional conduct as a massage therapist. Use assessment protocols to create customized therapeutic sessions. Utilize self-care techniques. Build relationships with other healthcare providers in your community.

Massage Therapy Diploma Program Overview

All full-time, part-time, day and evening, massage therapy diploma programs offer 600 hours of well-crafted massage training. This program conveys a coherent, congruent sense of the body and the massage process. By gradually building on the skills gained in each core bodywork course, with anatomy and physiology paralleling the entire process, students build a strong experiential core of massage approaches integrated with a working knowledge of the body's systems. An over-arching emphasis is placed on students developing a deeper presence and awareness into their touch, helping them to develop sensitivity in their practice.

Since it is natural to develop self-knowledge through this educational process, we also provide courses that help translate that knowledge into professional skills for the massage practitioner. Such courses are woven throughout the program and include Professional Ethics, Somatic Psychology, Business and Marketing Practices. By the time students pass the core Therapeutic Relaxation Massage course, they

are ready to offer full-body massages for the public in student clinic. This low-cost clinic gives students valuable professional experience in a safe and supervised environment. It is here that we see students blossom into competent therapists and their confidence soar. From the lightest compassionate touch to the deepest musculoskeletal tissues, students are able to demonstrate a “holistic” approach to bodywork in their own unique, creative style.

Massage Therapy Diploma Program

The program is comprised of 600 clock hours, with a clock hour defined as at least 50 minutes of any one clock hour during which the student participates in a learning activity in the physical presence of a member of the school’s instructional staff.

Bodywork Classes

WNC SOM students are trained in several core modalities that are commonly requested by both clients and employers.

Therapeutic Relaxation Massage

100 hours

Students learn about the history and evolution of the massage profession. By the end of this course, students will be able to give and receive a full body massage in this unique and refined training. This course has been developed from over 20,000 hours of combined practice of talented massage therapists including Hope DeVall, John Morgan and their esteemed teachers, utilizing proper body mechanics and an emphasis on forearm, open fist,

“I am very grateful for the education I received at Western North Carolina School of Massage. Hope’s dedication to her students being successful after they graduate from school is evident in her careful selection of teachers and curriculum that will serve them in this growing and changing industry. I graduated in 2015, and am now a successful business owner. In addition to WNC School of Massage preparing me to give professional, skilled, and compassionate massages to my clients, it also gave me a firm knowledge base in the many types of employment for massage therapists. This was crucial in choosing the best career path for myself. I am proud to be alumni and look forward to many more learning opportunities with the school in the form of continuing education classes.”

Nikki Terry



open palm and knuckle techniques. Simultaneously, students are trained in the qualities of a sensitive, mindful touch and compassion to powerfully awaken and enhance the therapeutic process. Through breathing exercises in heightened awareness and mindfulness, and performing blind-folded massage, students consciously develop their abilities and bring them more fully into their bodywork. Professional communication and developing the ability to manage and meet a client's goals also form an integral part of professional development at this phase of the curriculum.

Neuromuscular Therapy

100 hours

Neuromuscular therapy (NMT) is a comprehensive and advanced system of soft tissue manipulation that specializes in working with chronic muscle

pain. On the basis of neurological laws, this therapy works toward bringing the body's central nervous system into homeostatic balance with the musculoskeletal system using various Swedish massage strokes, such as linear effleurage, deep friction, along with trigger point release and myofascial release. NMT techniques, along with a thorough structural evaluation, are needed to understand and treat the causative factors involved in acute and chronic muscle pain and dysfunction. Specifically, NMT is used to deactivate trigger points in muscles. It is also used to lengthen chronically shortened muscles and balance muscle groups, especially when working with people suffering from postural dysfunction. It is used to treat chronic pain stemming from various injuries, such as those related to sports injuries (sprains), car injuries (whiplash), repetitive strain injuries (carpal tunnel syndrome), accumulative trauma injuries (TMJ dysfunction) and skeletal problems (disc herniation). Being trained in this therapy will allow a massage therapist to specialize in working with chronic muscle pain and take an active role in helping people overcome injuries and postural dysfunction. –Jocelyn Granger



Energy Theory (Reiki Level 1)

10 hours

The WNCSSOM supports the “holistic” view of healthcare; mind, body and spirit. Energy work is an intention-based form of therapy that uses simple hands-on, no-touch, and visualization techniques, with the goal of improving the flow of a person’s electromagnetic fields to relieve stress and pain, and to improve the symptoms of various health conditions. In this course we explore some of the concepts from TCM & Ayurvedic Medicine and how those philosophies influence the art of massage therapy.

Sciences

The sciences explore the intricate workings of the structure and function of the human body and how it performs life processes in health and disease. These subjects are approached with curiosity and in the spirit of learning a new language.

Musculoskeletal Anatomy & Kinesiology

100 hours

This course is the heart of the program. Utilizing the critically acclaimed textbook/workbook, Trailguide to the Body, students palpate all the major muscles of the body as well as their bony attachments. In class we will learn muscles actions and attachments through the workbook exercises, cadaver videos, palpation direction videos, creation of muscles in clay and drawing the muscles on classmates. Palpating the muscles on all their classmates of varying

I was absolutely delighted by the classes I have taken at the Western North Carolina School of Massage. The materials are conveyed in ways that are easy to understand. Hope is a very patient teacher, vibrant and full of life’s energy with which she manages to infect the class.

-Helen “Meade” Baker

body-types increases proficiency in the skill most sought after in any massage therapist. Communication skills are also developed to ensure the depth of touch is of a therapeutic nature.

Anatomy and Physiology, Pathology

100 hours

This course explores the structure and function of the body's major systems and how disease occurs in the body, common pathologies and the symptoms often exhibited by a person. Through one of the most recognized textbooks in the profession, Massage Therapy Principles and Practices, students discover how the body operates and understand the benefits of massage on each system. Students learn to develop critical thinking skills in understanding when massage is indicated or contraindicated for different pathologies that may be encountered in a massage practice. Presentation of the material is by lecture, discussion, audio-visual aides and various adult teaching strategies to ensure comprehension and familiarity with medical terminology. Through the use of visual aids, discussion of case studies and designing a treatment protocol, students develop the ability to make appropriate decisions regarding a client's treatment needs.

CPR / First Aid / AED

WNCSSOM offers students and graduates a two-year certification through the American Heart Association.

Professional Development

Our courses in Somatic Psychology, Business Practices, and Professional Ethics, contribute to increased awareness of self and how we relate with others. Personal growth is a natural component of the program as students learn more about themselves, and come to understand the importance of self-reflection in the process of becoming a massage therapist.



Somatic Psychology

45 hours

Somatic Psychology course enables the student to develop their interpersonal communication skills to establish and maintain healthy client/therapist relationships. This course encourages students to explore their beliefs, values and attitudes about such topics as touch, sexuality, intimacy, and money. Students will explain the issues about boundaries, safety, transference and emotional release and devise strategies to cultivate compassion and awareness with ourselves and others.

Business Practices

30 hours

Students learn to develop innovative strategies to achieve a fulfilling career in a variety of areas including private practice, spas, and other massage venues. Topics include working with budgets, marketing, sales and client retention. Students prepare short term post-graduate career goals, design and implement practical activities to bring their dream into reality.

Professional Ethics

15 hours

Students will determine what constitutes ethical behavior and implement strategies for solving ethical dilemmas. This course also focuses on the NC laws and rules and prepares the student toward applying for the massage licensure exam as well as navigating through the licensure process.



If you want the best massage education, you have found the right instructors! John and Hope have 20 years' experience between the both of them. This is the BEST education money can buy, and the BEST decision you could make. John and Hope are excellent instructors and have your future as an expert massage therapist in mind at all times, and they will prepare you to succeed. All you have to do is be open, listen and apply what is taught. You will have a rewarding future as a massage therapist if you do! As a massage therapist, I am excited that I have a trustworthy and reliable educators to take continuing education courses!

Robin Moose, LMBT#11348

“The pressure of the hands causes the springs of life to flow.”

- Tokujiro Namikoshi

Supervised Clinical Practice

100 hours

After completing a full body routine in the Therapeutic Swedish Massage course, students begin their clinical practice where they work with the public on a professional basis. The knowledge and personal development a student gains through the clinical practice provides a solid foundation upon which to build competency and a successful, gratifying career.

NC State Rule .0626

STUDENT COMPENSATION PROHIBITED

A student shall not receive a fee, tip or other consideration for the massage and bodywork therapy they perform while completing clinical requirements for graduation, whether or not the school charges a fee for services provided in a student clinic.



INSTRUCTIONAL AND ADMINISTRATIVE STAFF

Hope Devall Founder and Executive Director, LMBT #10846 - Board Certified

is also the lead instructor at the Western North Carolina School of Massage. She is currently the owner of the Mind Body Connection, Center for Therapeutic Massage in Asheville, NC. She founded Serenity Now Massage Therapy, LLC in Cornelius, NC, which was sold in 2012, but still in operation. She studied Communications at Gardner-Webb University, and she has used her education as a tool for successful business development, marketing and public speaking. Prior to her becoming a Licensed Massage Therapist, Hope was an Account Executive in the Home Furnishings Industry traveling to business as an onsite educator for product and sales training. Essentially she taught businesses and sales people how to market and sell their services. Since making her leap into the world of massage and natural health, she has utilized both her ability to develop strong business models with her ability to teach adults. Hope has been an NCBTMB Approved Provider of Massage Therapy Continuing Education since 2011. She teaches more than 15 different Continuing education courses from Aromatherapy, Ethics, Marketing to Stretching and Yoga. Hope is also a Yoga and Meditation teacher, drawing from both of these, the practice of mindful awareness added to everything she does. Her passion for the massage profession is apparent; from the courses she writes and teaches, to the charities she is involved with. Her compassionate nature coupled with dedication, knowledge, and experience makes her a powerful resource to help you along your educational path.



Melinda Sellers LMBT

Dr. Melinda Sellers LMBT brings over 20 years of experience in massage therapy; both as an educator and therapist in an integrative healthcare practice. Designing, developing and teaching massage therapy programs she brings her passion for her art to our school as our program director. She shares her knowledge as a continuing education provider and administrator. In 1985 Melinda was involved in a severe auto accident that left her with major body trauma and partial paralysis. Working closely



with a physical therapist and body movement expert she regained her ability to walk and discovered the role the mind plays in overcoming pain. This “accident” is what motivated her to pursuing a career in massage therapy as a method to assist those with chronic pain. She was one of the first massage therapists to be licensed in North Carolina, and helped to establish the laws that govern our practice today. Melinda’s love for nature has inspired her to create an herbal guild and is currently writing a book on aromatic chemistry and the therapeutic use of essential oils.

Jon Clancy, LMBT Jon Clancy, EMT-W, LMBT, RYT is an anatomy nerd and structural bodywork therapist. He started Active Asheville as a way to help people do more of the things they love. Jon believes that people feel better when their posture is natural, relaxed, and balanced. He has studied anatomy exhaustively so that he is able to help people feel good and play more. His background is in backcountry adventure, risk management, and emergency medicine and was trained in structural bodywork. Jon is also a 500- hour yoga teacher, a nationally registered EMT and AHA CPR instructor. he has spent about 8 years and 10,000 plus hours training people in backcountry emergency medicine, teaching in every conceivable venue (from lecture halls to trail shelters and everything in between). Growing up in Maine, he attended Hampshire college in Western Massachusetts before coming to Asheville for the first time in 2003 as a whitewater raft guide. When he is not at work, you’ll find him in the woods hiking, mountain biking, or practicing Tae kwon-do.



Joye Hearn, B.S. is the Admissions Counselor at the Western North Carolina School of Massage. Joye has over 20 years of experience in facilitation, training and development and executive coaching, having trained, developed and coached over 300 individuals from various backgrounds, industries and job levels. She is also an experienced curriculum designer, having developed and presented a variety of business courses including seminars on management, customer service, interpersonal communication skills, emotional intelligence, conflict and negotiation skills, change management, workforce diversity and inclusion, self care, ethics, professionalism and business practices, among others. Her expertise



offers a unique perspective for those interested in a career in Massage Therapy. In 2013 Joye also became an NCBTMB Approved Provider of Continuing Education for Licensed Massage Therapists. Each of her courses are powerful and can be implemented in one's personal life as well as in one's professional growth and development.

Lauren Griffin, M.A., LPC

Lauren Griffin, M.A., is a Licensed Professional Counselor in Asheville, North Carolina and a Licensed Mental Health Counselor in Florida. Lauren is a Certified HeartMath Practitioner, Rapid Results MBT (Meridian-based Tapping) practitioner, Myers-Briggs Type Indicator® Certified Practitioner, seated QiGong instructor, speaker, author, and group facilitator. Lauren designed and facilitates the Lifeskills Toolbox workshop curriculum and the OnTrac Wellness Series. Each series track is customized for a specific



group with a focus on enhancing participants wellness by teaching practical skills training for clear, assertive communication, healthy boundaries and relationships, taming stress, emotional wellbeing and self care. Lauren's style is nurturing, kind and collaborative with just the right amount of reality check to be helpful. Lauren is an engaging, dynamic facilitator and instructor who brings lightness and humor to practical health and wellness enhancing classes and workshops.

Nate Novgrad, L.A.C.

Nate Novgrad began his journey into health care, specifically Chinese medicine and bodywork through martial arts training. As the result of a sports injury he sought alternative care and discovered all that Chinese medicine had to offer. This interest combined with personal experience led to him obtaining a Masters of Acupuncture & Oriental Medicine from the #1 school in the country, the Oregon College of Oriental Medicine in 2009. This allowed him to sit for his board exams and become nationally certified and state licensed. He has been in practice in the beautiful mountains of Western North Carolina ever since, providing Acupuncture, Tui Na [Chinese massage], Chinese herbal medicine as well as teaching Tai Chi and Qi Gong. Nate is happy to be able to help people find health in modern times with a unique blend of the ancient arts of Chinese medicine and modern science.





Western North Carolina School of Massage was the "new kid on the block" in a town that already had several well-established massage schools when I was looking into a place to learn massage and bodywork. After meeting and talking to the director, Hope DeVall Morgan, I was certain that this was the school for me and was willing to give them a chance. It wasn't long before I realized that I had made an excellent choice. Hope, and John, are great educators and give 100% to their students. They are also fun and caring individuals. Because of their dedication I was able to earn my massage and bodywork certification before delivering my second child; something that would have been much harder for me to do once I had a newborn to care for. They are also dedicated to providing quality instruction which made it possible for me to pass my state licensing exam with flying colors a few months after delivering my daughter.

The school is also a provider of excellent continuing education classes. I have taken three CE classes through them, two which were taught by Hope. During these classes, I have heard other participants comment on how lovely the school is and how much they are enjoying the class they are taking. I took one CE class, "Stretching on the Table," before even graduating and was able to answer many of the questions the instructor, Hope, asked during the lecture period. A lady was impressed with my knowledge and asked me where I attended school and I was proud to say that I was actually still attending school and was attending WNCMOM. She then exclaimed that she wished she had attended there!

The massage and bodywork industry is growing and if you are looking for a school to help you prepare to be part of the future of massage and bodywork, while having fun and getting to know some wonderful people, then Western North Carolina School of Massage is where you want to attend.

**Kelly Snyder, LMBT 14691
Equine Freedom Solutions**

Desiree Porter - Teaching Assistant & Administrator

Desiree Porter is a graduate of the Western North Carolina School of Massage, Licensed Massage and Bodywork Therapist and Licensed Esthetician. She graduated in the top of her class and has already developed her own unique style and successful massage practice. In addition to her massage education, she sought certification in Myofascial Release, Oncology, and Prenatal Massage. She is kind and compassionate with students and with her clients in the therapy room. Desiree is highly knowledgeable and skilled in the practice of massage therapy, along with 9 years as a practicing esthetician, she has a broad range of experience to share with students.



GRADUATION AND LICENSURE REQUIREMENTS

WNCMOM will grant a diploma to those students who satisfactorily fulfill all attendance requirements, complete all course requirements with passing grades, and comply with all WNCMOM policies as outlined in the student handbook.

In NC, licensure is a legal requirement. Licensure information can be obtained from the Board website at www.bmbt.org. To become a North Carolina Licensed Massage and Bodywork Therapist, you are required to graduate from a Board-approved school, and pass the Massage and Bodywork Licensing Examination (MBLEx). The Program Director, John Morgan, is a test writer for the MBLEx and you will be completely prepared to take the exam.

Massage Therapy Diploma Program:

The schedule for Full-time, Part-time, Day and Evening Massage Therapy Diploma programs begin in February, May, August and November. Day and evening programs for both full-time and part-time are offered at these times, and all programs consist of 600 hours of our well-designed massage therapy training.

The full-time day program last six months and is held Monday-Friday from 9am-2:30pm.

The full-time evening program last six months and is held Monday-Friday from 5pm-10:30pm.

The part-time program lasts one year, and is held Monday-Wednesday the first six months and Thursday and Friday the second six months. We take 4 weeks off during the year. A week in August for summer vacation, the week of Thanksgiving, the week of Christmas and the week of New Year Day.

In case of extenuating circumstances, our administration will work with individuals to help them complete their educational requirements. Please contact our admissions office for specific policies.

Tuition and Fees

Substantial early registration discounts apply for all programs. Please check our website or consult our office for exact start dates and tuition information.

600-Hour Massage Therapy Diploma
Program Tuition \$5995.00

A \$300 discount is offered to those students who pay the full tuition 30 days before the first day of class.



When I came to WNC School of Massage I was hoping for an organized and systematic approach to understanding the body and healing through touch - which is just what I got. With the last few years of my life devoted to yoga teaching and learning, the education I got at WNC School of Massage was the perfect compliment to my existing skills and knowledge and exactly what I'd been hoping for.

Tricia Bendik, LMBT, RYT200

Related Costs

Tuition Deposit \$500.00

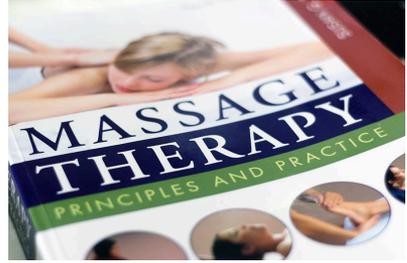
Four textbooks and one workbook
\$260.00

Student Handbook
\$40.00

School Shirt - \$40.00
(for clinical hours)

Student liability insurance. \$45.00

Massage Table \$500.00 (Average Cost)
& Accessories



Lotion Bottle, Lotion and
Holster
\$19.00

Linens \$13.00

WNCSOM provides massage tables for your hands on practice time in class and linens for your clinical course, however you will want to purchase a massage table to practice your techniques at home and linens for your hands on practice time in class. We are an Oakworks distributor and offer student discount prices.

In House Payment Plan Option

WNCSOM offers an affordable two year payment plan for those who qualify. Once you pay the \$500 deposit, the balance of \$5,495 at 8.5% interest can be paid over a two year period at an affordable \$249.78 per month.

Refund Policy

Students may cancel within 72 hours of signing the enrollment agreement and receive a full refund.

Students who withdraw before the program start date receives a full tuition refund less the tuition deposit.

Students who withdraw after starting the program is entitled to refunds based on the percentage of the program actually completed.

Students who withdraw after completing 25% of the program are not entitled to a refund.

Students who are dismissed are not eligible for a refund.

A full refund will be given in the event of a program cancellation.

ADMISSIONS POLICY

Admission to the Massage Therapy Diploma Program is entirely at the discretion of the school. Class size is limited to 16 students in order to maximize the quality of training, personal attention and support for each students growth and development.

Entrance Requirements

During the application process, we support students in assessing their ability to make the personal and financial commitment to this new career and lifestyle. Our expectations of our students is that they will bring their deepest presence and commitment to learning and personal growth. The nature of our program requires that they be willing to work responsibly with us in creating a cooperative, dynamic learning environment.

All applicants shall:

Be at least 18 years old and have a high school diploma or G.E.D.

Be able to make the commitments necessary to complete all course requirements, both in-class and out-of-class.

Be willing and able to uphold the ethical standards of the school and of the massage therapy profession

Have the means to uphold their financial agreements

Provide one personal and one professional reference.

Write an essay, answering the seven questions listed on the application.

Attend an interview.

Read and sign the Enrollment Agreement.

Complete all requirements in the admissions process including signing the Enrollment Agreement.

Once you have decided which program to attend, fill out the attached application form and send the necessary information to our admissions department. Upon receipt of your application, we will review it and then schedule an interview with you. If you are accepted, you will complete the enrollment process by signing the enrollment contract and paying the \$500 non-refundable deposit. You are on your way to becoming a massage and bodywork therapist!



Western North Carolina *School of Massage*

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www.wncmassageschool.com (828) 761-1553

Western North Carolina School of Massage

A NC Board of Massage & Bodywork Therapy Approved School

Student Handbook

Satisfactory Progress Standards

Students must maintain a passing GPA of 70% or higher in all courses at all times. If a student fails a quiz or test they may re-take the quiz/test/practical once. A student is allowed to re-take no more than 3 failed quizzes, tests or practicals their entire program.

Grading System

The following grade indicators are used to measure academic performance.

P=Pass F=Fail I=Incomplete

A grade of 70% or higher is considered passing.

Attendance Requirements

For a student to receive credit in a course, the student shall attend no less than 75 percent of the instructional hours of the course. The student shall also make up sufficient missed instructional hours to equal no less than 98 percent of the instructional hours in the course according to the procedures established by the school. If a student is absent on an assessment day, they must take any missed quizzes, tests or practicals within three days of original test date. If a student is absent complete make-up work contract and any assignments listed and email your answers which are due 6 days from absence. If a student misses a class with a practical (hands on) component, an additional clinical hour is due for each lab hour missed and must be scheduled within 6 days after a clinic outside of regular class time.

Tardiness Policy

A student who arrives 5 minutes or more after class has begun is tardy. The third tardy is considered an absence for that day and makeup work is required. A student who arrives 30 minutes or more after class has begun is considered absent for that day and makeup work is required for that day. These same rules apply for leaving early.

Make-up Work Policy

The student is responsible for completing any missed class assignments. If a student is absent on an assessment day, they must take any missed quizzes, tests or practicals within three days of original test date. If a student is absent complete make-up work contract and any assignments listed and email your answers which are due 6 days from absence. If a student misses a class with a practical (hands on) component, an additional clinical hour is due for each lab hour missed and must be scheduled within 6 days after a clinic outside of regular class time.

Standards of Conduct

Students are expected to have ethical behavior and integrity. Students may be warned, placed on probation indefinitely, or dismissed for violations that include but are not limited to the following:

- Unsatisfactory academic progress.
- Excessive absences or tardiness
- Failure to conform to the rules and regulations of the school
- Failure to adhere to the NCBTMB Code of Ethics and Standards of Practice.
- Under the influence of drugs or alcohol during class.
- Cheating or plagiarism.
- Failure to maintain appropriate hygiene.

- Noncompliance in Dress Code.
- Accepting any form of compensation for massage services provided as a student.
- Sexual harassment of students, faculty, staff or clinical clients.
- Refusal to follow reasonable instruction from any member of faculty or staff.
- Failure to disclose health conditions that are detrimental to you or classmates.
- Theft or damage to the school's or another student's property.
- Failure to maintain up to date financial payments
- Conduct that reflects unfavorably upon the school or its students
- Falsifying school records or tampering with grades.
- Breach of the school enrollment agreement
- Carrying a concealed or potentially dangerous weapon

Disciplinary Procedures

A written warning will be issued to the student stating the specific noncompliance of school requirements in policies, procedures or conduct.

Probation Conditions

Continued noncompliance after a written warning results in probation. A student placed on probation may continue in the program on a conditional basis. The length and conditions of the probation are at the discretion of the Program Director.

Dismissal Conditions

If a student fails to meet the terms and conditions of probation, the student will be dismissed.

Reentry Conditions for Dismissal for Unsatisfactory Progress

After dismissal a student may reapply for entry into the next available program. If the student chooses to reapply and is accepted, the student will be notified of the course and financial requirements at that time.

Transfer of Credit from Other Institutions

Western North Carolina School of Massage does not accept credit from any other institutions.

Leave of Absence Policy

A student must request, in writing, a leave of absence before or within one day of absence. A leave of absence may be granted only at the discretion of

the Program Director. A leave of absence may be granted for no more than two weeks. Financial obligations are still due. Upon return, the student has one week to take all missed quizzes, tests and/or practicals.

Complaint Process

The student should first attempt to resolve the situation with the instructor or staff member with whom the alleged problem originated. An attempt should be made to resolve the matter at this level. If the grievance is not resolved, the student may file a written grievance. A grievance form shall be made available to the student by the Executive Director. The Executive Director shall respond to the student within seven (7) working days of receipt of the grievance form. If the decision of the Executive Director does not satisfy the grievant, the concerns should be directed to the NC Board of Massage & Bodywork Therapy at P.O. Box 2539, Raleigh, NC 27602

.0626 STUDENT COMPENSATION PROHIBITED

A student shall not receive a fee, tip or other consideration for the massage and bodywork therapy they perform while completing clinical requirements for graduation, whether or not the school charges a fee for services provided in a student clinic.

Criminal History Record Checks

Pursuant to NCSG 90-629.1, the NC Board of Massage and Bodywork Therapy may deny a license to practice massage and bodywork therapy if an applicant has a criminal record or there is other evidence that indicates the applicant lacks good moral character.

Disclaimer

The policies and procedures outlined in this handbook supersede those in any previous publication, including the catalog, Academic Policies and Procedures, or Course Materials. Western North Carolina School of Massage endeavors to present its programs and policies to the public accurately and fairly. We make every effort to ensure that the information presented is correct and up-to-date. However, the School reserves the right to add, amend, or repeal the curriculum and any rules, regulations, policies and procedures. The School assumes no responsibility for program changes or publication errors beyond its control.



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