

BETTER
HEALTH
THROUGH
THERAPEUTIC
MASSAGE &
BODYWORK



THERAPEUTIC
MASSAGE &
TRAINING CENTER

Where
smaller classes
touch your future
... naturally.

Mission Statement

To teach highly motivated students the discipline and craft of massage therapy and wellness for their own personal growth and the wellness of others. To help students graduate, attain jobs and provide exceptional services within the community as massage therapists.

Why Choose Us?

Therapeutic Massage & Training Center (TMTC) is dedicated to the advancement of massage & bodywork therapy.

We believe massage therapy helps individuals achieve and maintain balance in a natural and non-invasive manner. Massage allows the body, mind and emotions to move toward health. A desire to help others is key to becoming a great massage therapist.

TMTC embraces holistic approaches to foster health. We promote the highest ethical standards. Students receive attentive massage training backed by years of experience.

Class size is kept small - 16 students or less. TMTC boasts many graduates who have become leaders in the rapidly growing field of natural healthcare. Our clean, comfortable and modern facility is relaxing and professional.

We are proud to be...

Approved by New Jersey Department of Education & Department of Labor and Workforce Development

Approved to train Veterans & Eligible Persons

Member of Associated Bodywork & Massage Professionals (ABMP)

American Massage Therapy Association (AMTA)

Approved School National Certification Board for Therapeutic Massage & Bodywork

Located at 560 Springfield Avenue, Westfield, NJ, it is convenient to Routes 22 and 78 and the Garden State Parkway. The classroom holds all the equipment, textbooks and resources to provide a complete education in Massage Therapy.

Areas of Study

Core Studies:

Anatomy, Physiology, Pathology
Swedish Massage
Neuromuscular Massage Therapy
Trigger Point Therapy
Professional Ethics
Business Law and Practice
Hydrotherapy
CPR

Adjunct Modalities:

Aromatherapy
Chair Massage
Hot Stone Massage
Oriental Theory
Reflexology
Energy Healing
Thai Massage
Sound Therapy

New Credentials

Therapeutic Massage & Training Center is licensed by the state of New Jersey to ensure a quality education in massage therapy.

New Jersey State is moving the profession of Massage Therapy from optional certification toward mandatory licensure. This change to licensing therapists will allow the profession to have even higher standards and credibility in our community. Now is an amazing time to become part of this growing industry.

Upon completion of our 512-hour course of study, graduates are eligible to register with NJ to become certified and to sit for the National Certification Exam for Massage and Bodywork.

Curriculum

Massage Theory, Practice and Related Studies – 225 hours

The Massage Certification course begins with the history of massage and various techniques. The majority of the program entails hands-on education. Students learn to perform a complete, professional and therapeutic massage as a skilled practitioner. Swedish techniques are the foundation of the massage. Other techniques are incorporated into the massage, such as range of motion, sports massage, therapeutic stretching, basic Shiatsu points and deep tissue. Students are taught correct body mechanics to ensure optimum performance. Also included are introductory workshops in Thai Massage, Chair Massage, Hydrotherapy, Hot Stone Massage, Reflexology, Aromatherapy, Energy Healing, Oriental Theory, and Sound (tuning fork) Therapy.

Anatomy/Physiology and Pathology – 124 hours

The student learns the systems of the body and how they relate to massage & bodywork. The muscular and skeletal systems are studied and discussed at length to gain understanding of the effects of massage on the functions of the human body. Through text, hands-on instruction and videos, students become confident in their knowledge of the structure and functions of the human body. A model skeleton reinforces learning.

Pathology and contraindications to massage & bodywork ensure clear understanding of techniques to use and conditions to avoid when working with a client in a clinical, private or spa setting. This section includes three hours of instruction on HIV & AIDS awareness, universal precautions, and a client's privacy is discussed.

Neuromuscular Technique – 48 hours

This portion of the program includes Neuromuscular, Myofascial Release, Trigger Point and other clinical techniques for releasing soft tissue dysfunction. It includes instruction on muscle origin and insertion points. Scientific theory of soft tissue dysfunction is covered with specific, specialized techniques to positively affect soft tissue. Students learn to identify dysfunctions such as hypertonic tissue, fibrous bands, nodules, trigger points, restrictions, and general tenderness in soft tissue. Clinical conditions and injuries are discussed

Professional Ethics – 6 hours

Massage therapy and professional touch remains new to our culture. Students learn to maintain professional relationships and safe environments when performing massage therapy. They learn to exhibit only professional conduct in the client-practitioner relationship through appropriate boundaries and framework.

Business Law and Marketing – 6 hours

Students are taught basic business principles, including New Jersey State Law and sales tax requirements; establishing a legal business entity; recordkeeping and bookkeeping; advertising on a budget with effective promotions and business cards.

Student Clinic – 100 hours

In student clinic, the public is invited to experience therapeutic massage by students participating in massage instruction. This challenges students to use their evaluation skills in a variety of situations that new clients present and prepare for working with clients after graduation. The client pays the school a fee for the administration of the student clinic.

CPR Certification – 3 hours

CPR Certification is a requirement for graduation. The CPR instruction is given by an outside professional who is licensed to instruct and certify students on CPR.

Policies

Entrance Requirements

Students must interview with the Director prior to acceptance, be at least 18 years of age and provide proof of a high school diploma or GED.

The student must submit a completed application form with the application fee no later than two weeks prior to the first day of class.

Therapeutic Massage & Training Center and its instructors do not discriminate against any individual because of race, sex, religion, physical disability or age.

Prior Training

The Director may evaluate transcripts of prior training in the field of massage or bodywork therapy, or life sciences for the purpose of giving the student credit in certain areas of the curriculum.

Proof of prior training must be submitted prior to the first class for review. A written and/or practical test may be given to ensure appropriate knowledge.

The decision of the Director will be final.

Grading Policy

Students' grades are based on hands-on evaluations, attendance, written tests, and an original research paper.

Students must maintain an overall average grade of 70% or higher to graduate. There are written quizzes and a final exam. Practical skills are reviewed periodically and a grade is assigned when a student performs a massage on his/her instructor toward the end of clinic.

Grading is as follows:

90 – 100%	=	A
80 – 89 %	=	B
70 – 79%	=	C
Below 70%	=	Failing
I	=	Incomplete

Students whose grades fall below 70% are placed on academic probation. Instructors and staff make every effort to support students to improve their grades.

Attendance

Students are required to attend at least 90% of the classes during the program. Attendance is calculated on a monthly basis. If the student's attendance falls below 90% in any one month, she/he will be placed on 30-day probation. One absence will be allowed during that probation period. If these terms are met, the student is removed from probation. If the terms are not met, the student will be placed on a second 30-day probation with one allowed absence. If these terms are not met again, the student will be subject to dismissal without refund.

Three late arrivals of 15 minutes or more will count as one absence. Students are responsible for making up any work missed due to absence. Tutoring may be arranged through the school at a cost of \$35 per hour.

If a leave of absence is requested, it must be submitted in writing for approval by the Director. If granted, tuition already paid and hours already completed will be credited at the time of re-admittance. Maximum leave of absence allowed is 60 days and subject to the Director's approval. With the Director's approval because of extenuating circumstances, a student may be permitted to return in a subsequent term to continue education with a new class.

Student Appeals

Students who wish to file a complaint or appeal a dismissal must do so in writing to the Director. The following must be included: student's name, social security number, address, phone number, nature of the complaint, dates, times and persons involved. It must be signed and dated by the student and include three dates and times that the student should be available to meet with the Director. Forms are available in the Student Handbook.

Dismissal

The Director will notify the student in writing of a dismissal, including reasons and date of dismissal. Students will be dismissed for failure to fulfill the school's:

- Academic requirements
- Financial requirements
- Attendance requirements

Or confirmation by the Director and school staff that the student has violated the Student Code of Conduct.

Refund Policy

If a student withdraws within three business days after signing the enrollment agreement, all monies shall be refunded except for the application fee. After three days, the school will retain the application, registration fee, and:

10% of the total tuition if withdrawal occurs in the first 25 hours of scheduled school attendance;

20% of the total tuition if withdrawal occurs between 26 and 75 hours of scheduled attendance;

45% of the total tuition if withdrawal occurs after the first 75 hours, but prior to completion of 25% of the program;

70% of the total tuition if withdrawal after 25%, but prior to completing 50% of the program;

100% of the total tuition if withdrawal occurs after completion of 50% of the program.

Refund Policy for Eligible Veterans

The amount charged to the veteran for tuition, fees and other charges for a portion of the course shall not exceed the approximate prorated portion of the total charges for tuition, fees and other charges that the length of the completed portion of the course bears to its total length. If a Department of Veterans Affairs student fails to start the course, only 10 dollars (\$10) of the registration fee will be retained by the school.

School Calendar

Classes begin in March and September and continue for approximately 10 months. Contact the school for exact start dates. Class times and days are:

Spring: Monday and Wednesday evenings 6:30 PM to 10:30 PM and one weekend per month from 9 AM to 5 PM.

Fall: Tuesday and Thursday evenings 6:30 PM to 10:30 PM and one weekend per month from 9 AM to 5 PM.

Fall Day Class: Monday, Tuesday and Thursday from 9 AM to 1 PM each day.

The school is closed for the following holidays: Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving Eve, Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve and New Year's Day.

If any holiday coincides with normal class days, these classes will be made up on other nights or weekends during the school year to ensure 512 hours required for graduation.

The last four (4) months of each program may include extra evenings or one (1) extra weekend day.

Tuition and Fees

The cost for the 512-hour Massage Therapy Certificate Program is \$7,250 and is subject to change. Additional onetime costs include two non-refundable fees for admittance to the school: a \$25 application fee and \$100 registration fee, plus \$200 for school textbooks and \$65 student massage insurance in a national organization. The school provides discounts to purchase a massage table, which is the student's responsibility. The student is required to acquire a massage table within six (6) weeks of starting the program.

Included with Tuition:

- Massage Therapy curriculum
- CPR training
- Use of classroom, products and library
- Student Handbook
- School T-Shirt
- Certificate of Completion & Transcript

Tuition Financing Available

Student Standards of Conduct

The school expects students to conduct themselves at all times in an acceptable manner. The forms of misconduct listed below from the "Model Code for Student's Rights, Responsibilities and Conduct," published by the Law Student Division of the American Bar Association are considered to promote the education objectives of the school and are grounds for dismissal.

- All types of dishonesty, including cheating, plagiarism, knowingly furnishing false information to the institution, and forgery, alteration or use of documents or identification with the intent to defraud.
- Intentional disruption or obstruction of teaching, research, administration, disciplinary proceedings, public meetings and programs or other school activities, abuse of any person on school premises or at functions sponsored or

supervised by the school.

- Theft or damage to the school premises, equipment, or to the property of a member of the school community on school premises.
- Failure to comply with directions of TMTC officials acting in the performance of their duties.
- Violation of the law on school premises that affects the school's pursuit of its education objectives. This includes, but is not limited to, the use of alcoholic beverages or controlled/dangerous substances on or around school property.

Student's Requirements for Graduation

- Adherence to school standards of conduct.
- Completion of school attendance requirements.
- Completion of the program with at least a 70% average grade.
- Submission of a written research report relating to therapeutic massage or bodywork.
- The topic of this report is the student's choice.
- Full payment of tuition and fees.
- The student will bring sheets and towels for use in class. He/she must wear professional, appropriate, comfortable clothing.

Certificates and transcripts are provided to graduates upon completion of all graduation requirements.



Faculty

All Instructors are TMTTC graduates.

Arlene J. Reardon

Director, CMT, Instructor

Arlene is a NJ Certified Massage Therapist. In her private practice, she performs deep tissue massage with quantum energy that brings deep healing to the client. Her business, The Healer Within, Inc., educates clients and students in techniques to release trauma and raise thoughts, emotions, body and spirit to empowered, high-energy levels to bring health and abundance into their lives.

Irma Paola Cardoso

Assistant Director, CMT, Instructor

Paola is a NJ Certified Massage Therapist. She has her own practice, Mama Pacha Therapeutic Massage, where she uses many modalities to perform deep, intuitive healing sessions with clients. She has 12 years experience as an Emergency Medical Technician and extensive background performing massage therapy and healing arts in Ecuador.

Silk Grazzette, CMT, Instructor

Silk is a NJ Certified massage therapist. In her private practice, she helps her clients to heal through therapeutic massage and quantum touch healing. In her business, Silk's Therapeutic Massage, she works with celebrity clients and their staff at concert venues and events. She also teaches dance/work out classes.

Mike Turton, CMT, Instructor

Mike is a NJ Certified massage therapist. He has studied Tuina, an advanced Asian Bodywork Therapy that uses techniques to treat various energetic imbalances and relieve muscular adhesions and pain. He also performs Hung Ga Kung Fu and Qigong and is becoming an Emergency Medical Technician.

Tony Contreras, CMT, Instructor

Tony is a NJ Certified Massage Therapist specializing in Myofascial Release. He has a private practice where he concentrates on therapeutic Swedish and deep tissue techniques for sports massage. He has years of experience working in the medical technology field and is a certified phlebotomist and EKG technician. Tony leverages his medical training to teach anatomy and physiology, as well as deep tissue somatic techniques.

Maren Good, N.C.T.M.B., Instructor

Maren is a Nationally Certified Massage Therapist, Reflexologist, a certified practitioner and teacher of the Acutonics® tuning fork, sound-therapy healing system. She is owner of Good Scents, Inc. specializing in aromatherapy products and is approved to provide aromatherapy continuing education. For 30 years, Maren has studied and practiced energy work called Attunement. She has extensive background in corporate management. She blends her business acumen and the healing arts to her company, teaching, and bodywork practice.

Lorraine Ogradnick

CMT, N.C.T.M.B., Instructor

Lorraine is a NJ, Nationally Certified, and a Carol Osborne-Sheets prenatal massage therapist. She is a third level Reiki Master, with education in CranioSacral modalities. In her private business, she works with spas to assist clients to relieve pain and promote deep therapeutic healing.

Laura Rupp, N.C.T.M.B., Instructor

Laura is a massage therapist since 1986 and Nationally Certified since 1993. She has more than 20 years experience and hundreds of education hours. Laura integrates various modalities with Traditional Thai and Neuromuscular therapy in her massage practice.



THERAPEUTIC MASSAGE & TRAINING CENTER

Where smaller classes touch your future...naturally.

We welcome the opportunity to provide you with this information about our school. We are proud of our curriculum, instructors and our graduates. They work with physicians, spas, in corporate settings, fitness centers, and in private practice. Therapeutic Massage & Training Center has some of the finest massage and bodywork practitioners in the state.

The healing power of touch cannot be denied. In today's society it is needed more than ever. We are surrounded by the stress of work, relationships and daily life. As our society becomes more hectic and complex, it is essential that we help others and ourselves meet this stress with healthier and more alternative methods. Massage and energy healing is a key method for supporting healthy emotional, physical and mental responses.

Training students since 1988, our reputation stands on its own merit. Our students are individually trained and coached. We take pride in providing small classes and continuing to instruct massage & bodywork therapy as a profession and art.

It is our goal to continue to educate students in this field and support the advancement of therapeutic massage and bodywork as a healing modality. If you would like to be part of this wonderful profession, call to make an appointment to view one of our classes and speak with one of our alumni or instructor.

Whether you choose massage & bodywork therapy as a full-time career or a part-time profession, we invite you to join our growing family of caring and dedicated professionals.

Yours in health,

Arlene Reardon

560 Springfield Avenue
Suite F & H
Westfield, NJ 07090

Office 908-789-2288
Fax 973-556-1016

MassageTrainingCenter.com
info@MassageTrainingCenter.com