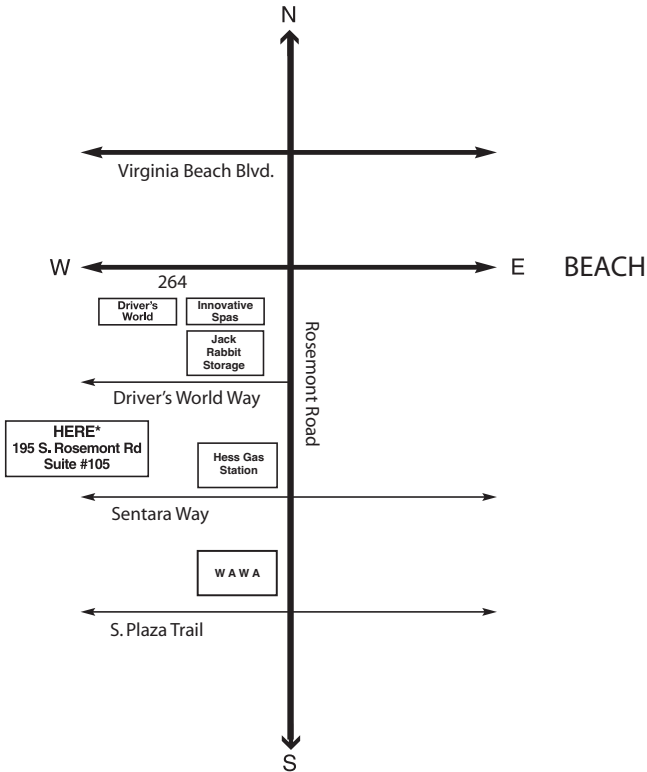


Advanced Fuller School of Massage Therapy
By working the body, you can heal the mind

Contact Us At..... (757) 340-3080
 Director Nancy Bender, ext. 151
 Assistant Director..... Walter Bender, ext. 211
 Director of Aromatherapy.....Dr. Willita Morring, DD, ext. 151
 Director of On-Sites/Administrator Cammy Los Baños, CMT ext. 152

**For a complete list of instructors and Governing Board,
 please consult our website.**

- State Council of Higher Education for Virginia Certificate to operate #43005
- NCBTMB (National Certification Board for Therapeutic Massage and Bodywork) #021055-00
- Member of the Better Business Bureau of Greater Hampton Roads
- Approved for VA training
- AMTA Council of Schools #73372
- ABMP #130044
- National Alliance of Massage Therapy Schools
- Voted Best of Virginia Beach for 7 years



Institutional Philosophy and Objectives

Good health is everyone's major source of wealth. We at Advanced Fuller School of Massage Therapy view Bodywork Therapies as the cornerstone in the preventative health care philosophy, as well as a highly valuable tool in the recovery from the loss of good health.

Go beyond the ordinary and achieve the extraordinary! We create a supportive atmosphere for positive sharing and conscientious learning. We believe in effective techniques based on sound principles, the value of safe practices and professional integrity, client support, proper body mechanics and continued personal growth of the therapist.

Our objective is to strengthen the roles that massage therapy and related techniques can play in relation to other allied health professions. As such, we encourage opportunities for liaison with the health oriented community.

Our classes are above the standards for state & national testing. The school is known for its graduates who are able to tailor each massage therapy session to the current needs of the client. Our graduates are also recognized for their ability to work with sensitivity, compassion and skill.

Our training provides ample preparation upon successful completion of the course to take the National Certification Examination. 98% of our graduates who sit for the National Exam have passed and received their Virginia State Certification.

Noteworthy Information

We were the first school for massage to be issued a certificate to operate as a proprietary school by the Virginia Board of Education. Our school is supported by a strong massage therapy business which keeps your tuition low.

Our staff is available most days for any mentorship, support or assistance the student may need. We hire many of our graduates and Level I students to work at the school.

Discounted prices are available for many supplies and services including tables, oils, charts, books, and massage sessions.

The Advanced Fuller School of Massage Therapy has been operating since 1983. The facility comprises of 5,500 sq. feet including a classroom, which can seat 26 students. We offer break areas and 17 therapy and practice rooms. We operate a successful massage therapy business with approximately 70 massage practitioners and therapists on staff.

The Advanced Fuller School of Massage Therapy is responsible for much of the growth and recognition that Massage Therapy has received in Virginia. We are continually working to raise the standards of the profession through our educational programs. Our outreach and community service ventures reach thousands of people annually.

It is of profound importance to the learning environment that students and staff work toward maintaining an atmosphere of safety and clarity. All members of the school are expected to display mutual respect, honesty and temperance. Students and staff alike are encouraged to communicate directly with one another about any interaction which may cause them distress. All difficulties, concerns or complaints are addressed immediately by administration. If we cannot resolve the concern or complaint, the student may submit it to the State Council of Higher Education. 101 N. 14th St., 9th Floor, Richmond, VA 23219 (804-225-2600).

Our Students

"Give to the world the best you are and the best will come back to you."

We have a program that challenges the student to achieve their goals for success. Our program takes determination to succeed. We attract many career changing individuals, athletes, health care professionals, homemakers, members of the clergy, etc. Each semester brings a unique and diverse group of people together. Our students share a common interest in natural healing, self-growth and

development and a strong desire to help others. During the educational process, students become proficient in the subjects taught and gain insight into themselves. Many graduates tell us that the time spent at our school was the most valuable time of their lives. To encourage students and graduates to receive body work, they receive \$5.00 off our massage therapy sessions. There is no discrimination due to age, gender, religion, race or disability. Enrollments average 16 Virginia State students that graduate per class.

Admission Requirements

- Strong interest in health care and a positive attitude!
- Be over eighteen years young with a high maturity level.
- High School diploma.
- Application with fee of \$100.00.
- Be available for a personal interview.
- Experience of having received a minimum of two professional massages within the last six months (for the basic massage program).
- 30 hours available per week for class, homework and practices.
- Ability to challenge yourself and determination to be a success!
- No felony convictions.
- Student contracts signed and submitted.

Graduation Information

- **Graduation requirements are as follows:**
 - Minimum 75% grade point average in each subject area.
 - Meet attendance requirements.
 - Full payment of all fees.
 - Compliance with ethical and professional boundaries of the profession.

600 hours of class credits are required by the student to become a graduate of the Advanced Fuller School of Massage Therapy program. The program is completed in two parts: Level I and Level II. Upon completion of the Level I massage program, you will receive a 300-hour transcript. The remaining required 300 hours is part of Level II and can be completed during or after level I. Graduates will receive a 600-hour plus certificate and transcript after Level I and Level II are completed. Graduates are then able to sit for the National Certification Examination and are able to apply to the Virginia State Nursing Board to become a “Certified Massage Therapist.” The majority of states in the U.S. are accepting the National Certification Examination as the standard for certification or licensure.

The student must successfully complete all required course hours, pass written and “practical” exams, and complete the required internship hours. The 600-hour massage therapy program can be completed as quickly as eight months or as long as two years. The average time graduates complete the program is one year. We offer day, evening, and weekend classes so the student may tailor his or her schedule accordingly.

We also offer a complete aromatherapy program in which graduates that complete the appropriate courses will become Certified Aromatherapists. The 250-hour program can be included as part of the graduate program here at the Advanced Fuller School of Massage.

Supplies and Equipment

Each student is responsible for furnishing his/her own sheets for each class. We supply the first bottle of Biotone oil. We recommend a recorder to tape the classes for your benefit. A three-ring binder is necessary for handouts, notes and schedules.

For the students’ use we have DVD players, various skeletons, charts, overheads, and hydrotherapy equipment. A DVD library, books and several massage tables are available for practicing.

We highly recommend that students purchase a massage table as soon as possible in the program. A new table purchased through the school will cost approximately \$450.00. We offer discounts on Earthlite and Oakwork's massage tables. These tables are for at home practices, not for class use.

Personal Use Workshops... Recommended for Everyone!

The workshop is available the third Sunday of every month. The workshop is free for all students enrolled in our massage program and is available to the public. Instruction is given in Swedish Massage, Reflexology, and Acupressure. This workshop can sometimes be used as a makeup class for students. Please see the front desk to sign up.

Support for Students

Credit may be given for previous training as determined by the director during the pre-enrollment interview. One-on-one mentoring sessions can be scheduled with instructors if additional help is needed. Our instructors work with each student until we feel that he or she has perfected their therapy. Graduates from our program mentor the students. This is to ensure students get the support they need throughout our program. Our mentors work right here at the school and students can contact them whenever they have questions or need help with the course or bodywork.

Upon graduation, students may take advantage of our job opportunities information. The field of massage therapy has seen exponential growth and has seen great demand in physical therapy offices, chiropractic offices, salons and spas, and at-home care. We receive weekly requests for recent graduates for a variety of availabilities. We direct the requests to the classroom and provide contact information for graduates to take advantage of career prospects.

If housing is needed for students from out of town, we can guide them to local hotels and apartments.

Attendance

Attendance is important because it reflects a professional attitude.

Students are required to arrive for class on time. Missing five minutes or more from class defines tardiness. A tardiness of fifteen minutes or three late arrivals will result in one unexcused absence. Three absences without acceptable reason will result in further action.

All absences and hours missed are clock hours and need to be made up with two weeks.

Our school's attendance and tardiness policies must be adhered to or may result in dismissal from the program.

Leave of Absence

An interruption of training, not to exceed four classes, may be granted by prior arrangement. The student may be required to pay for tutorial fees.

Conditions for Dismissal

- Not abiding by the school's code of ethics and the agreements for learning.
- Attending classes under the influence of alcohol or drugs.
- Failure to pay tuition in a timely manner.
- Excessive tardiness or absences from class.
- Failure to comply with the dress code.
- Behaving in any manner that may harm the reputation of the school, profession or that disrupts the academic process (this includes theft, lying, disrespect of staff, instructor or fellow students, either physically or verbally, or cheating).
- It is expected that all students will observe high standards of modesty, dress code, personal hygiene, punctuality and respect for others.

Enrollment

A \$100.00 deposit for enrollment is refunded only if you are not accepted. Upon receipt of your application, you will be interviewed and advised about the requirements for class preparation, goals and tuition payment. Applications are subject to approval by the Admissions Board.

Contract and Student Code of Ethics

A student contract is required and must be completed before the beginning of the first Level I class. Students must also agree to abide by the Advanced Fuller School's Student Code of Ethics, dress code and agreements for learning.

Cancellation and Refund Policy

If cancellation occurs:

Before 25% of the course is completed- the student's obligation is \$100.00 and 25% of the full tuition.

Before 50% of the course is completed- the student's obligation is \$100.00 and 50% of the full tuition.

Before 75% of the course is completed- the student's obligation is \$100.00 and 75% of the full tuition.

After 75% of the course is completed- the student's obligation is the full tuition.

Withdrawal Procedure

Any student withdrawing from the program is asked to schedule an interview with the Director. A statement of withdrawal must be received by the Administration in writing, whether in person or via certified mail. The official date of withdrawal from the program is the date the letter is received.

The Profession of Therapeutic Massage

Therapeutic massage is one of the fastest growing professions in the field of natural health care. Career opportunities for Massage Therapists are abundant. The "On-Site" massage field has created job opportunities with a growing number of businesses and corporations. Many therapists have taken massage to special needs populations, finding work at senior citizen centers, hospices, physical therapy offices, etc. Many body workers practice out of their home, making massage an excellent second or part-time career. Opportunities exist in health spas, fitness centers, private practices and in association with other health professionals. Our Job Opportunity Board displays numerous and varied employment positions available and we also employ many of our graduates to work at the school. We make every effort to assist our graduates in finding rewarding careers.

Level I Basic Massage Course – 300 Hours

The state of Virginia has many requirements to become certified in Massage Therapy. Many of the requirements can be fulfilled in our unique Level I program. We include most of what is required by the National Certification Board in the Level I program so the remaining hours that need to be completed during Level II can be customized to target a student's personal needs, interests, and schedule.

Basic Massage Class Breakdown (175 Hours)

Hours	Technique
25	Swedish / Therapeutic Stretches / ROM
18	Reflexology / Oriental
5	Aromatherapy
15	Clinical / Deep Tissue
10	Contraindications / Benefits / History
10	Prenatal / Sidelying
10	Sports / Injuries / Trigger Points
13	Chair Massage
10	Ethics / Boundaries / Business
4	One on one with instructor
10	One on one with Massage Therapists / Mentors
35	Internship student massages
10	DVD practice and viewing

Basic Anatomy and Physiology (125 Hours)

Hours	Areas Covered
5	Cells, Tissues, & Body Compass
5	Skeletal System
5	Muscular System Overview
5	Upper Bony Landmarks
20	Shoulder Girdle, Shoulder Joint, Elbow, Wrist, Finger and Thumb Muscles and Actions
5	Integumentary System
5	Nervous System
5	Endocrine System
5	Lower Bony Landmarks
20	Face and Neck, Trunk, Hip and Knee, Foot and Ankle Muscles and Actions
5	Circulatory and Lymph Systems
5	Respiratory Systems
5	Urinary System
15	Exams
12	Research Projects & Labs
3	Action Project

Class Schedule - 300 Hour Basic Massage

Day Classes

Tuesday and Thursday, 10:00 AM - 2:30 PM

Begins the first Tuesday of March or September • Ends six months after start date

Evening Classes

Monday and Wednesday, 7:00 PM - 10:30 PM

Begins the second Monday of March or September • Ends six months after start date

***Plus the required practices scheduled throughout the program**

Grading Policy

The student is required to make up any missed work, and it is the student's responsibility to contact the instructor concerning this matter. Students must receive an average grade of 75% or more on an examination. The student may be required to receive a tutorial before being retested if any final examination is failed. The grading system is as follows:

A.....100 - 94	B.....93 - 88	C.....87 - 82
D.....81 - 75	F.....74 or less	

Students experiencing difficulties may utilize a variety of options to improve their scholastic standing, including individual and group tutoring and study groups. Mentors are assigned to students to help with their particular challenges.

Tuition Totals

Level I

IF PAYING THE TUITION IN FULL:

Anatomy and Massage	\$2,200.00
Massage Only	\$1,400.00
Anatomy Only	\$1,000.00

IF MAKING MONTHLY PAYMENTS:

Total Tuition	\$2,200.00
Finance Fee	\$100.00
Total	\$2,300.00
Down Payment	\$800.00
	\$1,500.00
	6@
Monthly Payments	\$250.00

ANATOMY ONLY PLAN:

Total Tuition	\$1,000.00
Down Payment	\$500.00
Due in 60 days of start date	\$500.00

MT PLAN:

Total Tuition	\$1,400.00
Finance Fee	\$60.00
	\$1,460.00
Down Payment	\$500.00
	\$960.00
Monthly Payments	6@
Due the 15th of the month	\$160.00

100.00 application fee is not included in tuition rates

Level II

*Tuition (300 hours) \$2100.00

(Payments are made at each individual class sign up)

Level II Books approximately \$260.00

Totals

Tuition for 600 Hours	\$4,300.00
Total Books for 600 Hours	\$345.00
Personal Use Table Purchase	\$450.00

* Some elective weekend class tuitions are more due to high instructor fees.

Financing Options-

- A. School Financing-** a \$100.00 finance charge added to the \$2,200.00 to total \$2,300.00. The \$100.00 enrollment fee and a \$800.00 down payment must be paid at the time of acceptance into the program. The balance of \$1,500.00 shall be paid in 6 monthly payments of \$250.00 by the 15th of each month to begin the first month of classes, March of September, respectively. There is a \$10.00 late charge for tuition payments that are 10 or more days late.
- B. V.A. G.I. Bill-** is available for those who qualify. The amount received is dependent upon your designated chapter. The student is still responsible for the payment of tuition on time. MyCAA approved tuition for military spouses also accepted.
- C.** Private loans and grants can also be accepted as payment. Please make arrangements with your bank, credit union or loan officer for more information.
- D.** Credit for previous education will be determined at the interview by the director. We do accept transfer credits from accredited schools. Education before two years of this program requires testing.

If you have education in A&P and would like to take our A&P test to receive 100 hours of credit, there is a \$50.00 testing fee. Please schedule this at the interview time.
- E.** If you would like to complete Level I A&P and massage class sequentially due to time or money restraints, this option can be discussed at the interview. There is an additional \$200.00 charge for this option.

Tuition- Level II Electives

Many of these classes can be taken before, during, or after the basic massage program. For their descriptions, dates, and application, please note insert. Tuition is due one week before each class and is typically priced at \$7.00 per clock hour. The classes are scheduled at various times to accommodate both day, evening and weekend students. The cost for the additional 300 hours for the Level II tuitions total approximately \$2,100. Some classes are more, due to additional supplies or instructor fees.

Please see Level II application for dates, hours and cost. Because they are different every year, please note the corresponding year for description and information.