



a2zhealth.net

Massage School

DBA: Healing Oak School of Massage



2017

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www.healingoak.com

B.P.P.E School Code # 5602601

CAMTC School Code # SCH015

All information in this catalog is subject to change without prior notice and does not constitute an agreement between A2ZHealth.Net, Inc. and the student.

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LETTER FROM THE DIRECTOR

Dear Prospective Student,

Thank you for your interest in our school. A2Z Health.Net, has been in business since 1998 and produces thousands of graduates who have found rewarding careers in resorts and day spas, hotels, medical & chiropractic offices. Many graduates went to open their own successful massage businesses. Our school is approved by the California Massage Therapy Council (CAMTC).

The profession of massage therapy is booming. We have arranged our programs to accommodate the various requirements throughout the state of California. Our programs and advanced classes are designed to meet the needs of students with all levels of experience, as well as specific needs to the client.

Our professional staff works hard to provide the very best experience and personal growth to our students. Our goal is to allow you to begin your career as soon as you graduate, and to make you a successful professional massage therapist.

Our school offers a flexible financial payment plan, morning and evening classes, and many continuing education classes to choose from.

We will be glad to help you find the program that best meets your needs. Please contact our office with any questions you may have at 1-818-344-7184

For Better Health,
Dr. Ben Drillings
Director



MISSION STATEMENT

Our mission is to deliver the highest quality of education in a caring and supportive environment, producing graduates who are able to help themselves and others to experience increased health and well being through the Holistic Healing Arts. Our programs are well designed to prepare the students for a rewarding career. Our professional staff works hard to provide the very best experience and personal growth to our students and prepare them well enough to allow the students to begin a career as soon as they graduate. Building a solid curriculum at an affordable price enables more people to pursue this amazing and rewarding career.

OBJECTIVES

A2Z Health's primary educational objective is to provide topnotch, hands-on training geared toward preparing students to become highly employable through their incorporation of knowledge and experience. To provide knowledgeable and skilled massage therapist who will be an asset to any aspect of the Massage Therapy industry that they wish to pursue. To maintain a program that is continually updated so that students will acquire a thorough knowledge of the newest professional techniques.

APPROVALS

A2Z Health.Net, Inc. Massage School is a private institute and has a valid approval to operate issued by the Bureau for Private Post-secondary Education, and has met the minimum standard set forth in the Private Postsecondary Education Act of 2009. A2Z Health is also an approved school by the California Massage Therapy Council (CAMTC). A2Z Health.Net, Inc. is currently not accredited

by any regional or national accrediting agency recognized by the USDE. Student enrolled in an unaccredited institution is not eligible for federal financial aid programs.

LICENSING

Please be aware that currently there is no state license for massage therapists in California. However, you may apply with the California Massage Therapy Council for Certification of Massage Therapist (500 Hours). In addition you must follow local city business requirements. Each city may have different massage ordinance and it is at your discretion to determine the requirements in the city or county that you are interested in working in. Our staff will help you determine which program may be best for you.

PLACEMENT ASSISTANT

We are glad to be of assistance to our graduates, however, we cannot guarantee job placement nor can the school guarantee employment opportunities. Notices of employment opportunities are posted as they are received. You are encouraged to stop by the student services office to review them during office hours.

REQUIRED STATEMENTS

- “Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at:
2535 Capitol Oaks Dr. #400, Sacramento, CA 95833.
Website: www.bppe.ca.gov, Email: bppe@dca.ca.gov
Tel: (916) 431-6959 Fax: (916) 263-1897”

- “As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.”

- A student or any member of the public may file a complaint about this institution with the Bureau for Private Post-secondary Education by calling: (888) 370 7589 or by completing a compliant form, which can be obtained on the bureau’s internet website address at www.bppe.ca.gov

- Applicants for CAMTC certification shall have attended 500 supervised hours total with 100 of those hours satisfying CAMTC specified subjects.

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

- (a) To hold himself or herself out or to use the title of “certified massage therapist” or “certified massage practitioner”, or any other term, such as “licensed”, “certified”, “CMT,” or “CMP”, in any manner whatsoever that implies or suggests that the person is certified as a massage therapist or massage practitioner, unless that person currently holds an active and valid certificate issued by the California Massage Therapy Council.

- (b) To falsely state or advertise or put out any sign or card or other device, or to falsely represent to the public through any print or electronic media, that he or she or any other individual is licensed, certified, or registered by a governmental agency as a massage therapist or massage practitioner.

- Attendance and/or graduation from a California Massage Therapy Council approved school does not guarantee

certification by CAMTC. Applicants for certification shall meet all requirements as listed in California Business and Professions Code section 4600 et. seq.

- A student or any member of the public with questions that have not been satisfactorily answered by the school or who would like to file a complaint about this school may contact the California Massage Therapy Council at One Capitol Mall, Suite 320, Sacramento, CA 95814, www.camtc.org, phone (916) 669-5336, or fax (916) 669-5337.



ADMISSION

Enrollment occurs throughout the year. Students may enroll monthly. You may contact our office for a list of enrollment dates. Once visiting our school, you will be required to fill out an application form. You then will be getting a tour of the facility by one of our admission representatives. This will give you a chance to review the facility, classrooms, labs, and ask any questions you may have. The admission director will conduct an interview to determine your goals and expectations. You then will be notified if you have been accepted for enrollment. You will not be enrolled in the school without signing an enrollment agreement. Our school doesn't participate in any federal or state financial aid program. Classes will be conducted only in English.

Our institution does not provide visa services for international students. Students applying from other countries must demonstrate a level of proficiency in English in order to enter the program. Students who are not proficient in English shall provide the school with a copy of the Test of English as a Foreign Language (TOEFL). All parts need a score of at least 57, computer based TOEFT at least 23, Essay at least 4.0. Testing must be completed prior to signing the Enrollment agreement. Our school doesn't provide ESL (English Second Language) classes.



ENROLLMENT REQUIREMENTS

“A student shall enroll solely by means of executing an enrollment agreement. The enrollment agreement shall be signed by the student and by an authorized employee of the institution.”

- You must be 18 years of age or older, past the age of compulsory education.
- You must meet physical requirements of the program in which you wish to enroll.
- School requires a personal, on-campus interview with you prior to acceptance into any program.
- You will be receiving a school catalog and review it with an admission representative. You will need to sign a catalog receipt form.

- You will receive a copy of the School Performance Fact Sheet for the program in which you would like to enroll in. You will be required to sign the Fact Sheet after reviewing it and prior to enrolling in the school.
- You will be required to sign the Follow-Up Agreement. This is an agreement in which you agree to report back to the school your employment status after graduating from the school.
- You will need to sign an enrollment agreement. This agreement will be reviewed with you and the following information will be explained to you:
 1. Cancellation, withdrew, and refund policies
 2. Attendance policies
 3. STRF protection
 4. Financial Details and balance due
 5. Non-refundable registration fee
 6. Any questions you may have
- You will then be asked to sign and initial the enrollment agreement and pay the non-refundable registration fee.
- The admission representative will review your application and notify of your acceptance or rejection to the school.

ABILITY TO BENEFIT

Prior to enrollment, all applicants without a high school diploma, certificate of proficiency, or GED certificate are administered the Wonderlic Basic Skills Test, a nationally recognized standardized test that measures an applicant's basic educational knowledge. This test is administered by an independent third-party. Testing must be completed prior to signing the enrollment agreement. Applicants are notified of their test results. If the applicant receives a passing score,

he/she will be asked to return to the school's administrative office to sign the enrollment agreement. If the student does not receive a passing score, the student may take the test again after 7 days.



PREVIOUS EDUCATION

Our institution has not entered into an articulation or transfer agreement with any other college or university. Our institution does not accept experiential credits.

TRANSFERABILITY OF CREDITS

“NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION”

“The transferability of credits you earn at A2Z Health.Net, Inc. is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in your educational program is also at the complete discretion of the institution to which you may seek to transfer. If the educational program certificate that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek

to transfer after attending A2Z Health.Net, Inc. Massage School to determine if your credits and certificate will transfer”

REGISTRATION, TUITION, AND OTHER FEES

Each program offered has a schedule of fees and charges. Registration fee is required to enroll in our school. This fee is non-refundable. Tuition can be done in full or by an arranged delayed payment plan. Payment can be made by check, credit card or money order. A \$25 service charge is billed for returned checks. Our school offers a very flexible payment plan.

A student, who obtains a loan, is obligated to repay the full amount of the loan plus interest, less the amount of any refund. If the student receives federal financial aid funds,

the student is entitled to a refund of the money not paid from federal financial aid funds.

“For those programs designed to be four months or longer, an institution shall not require more than one term or four months of advance payment of tuition at a time. When 50 percent of the program has been offered, the institution may require full payment” s94899.5 (b)

“At the student option, an institution may accept payment in full for tuition and fees, including any funds received through institutional loans, after the student has been accepted and enrolled and the date of the first class session is disclosed on the enrollment agreement.” s94899.5 (e)

WITHDRAW AND CANCELLATION POLICY

Students have the right to cancel the Enrollment Agreement that a student signed for a program. A2Z Health.Net, Inc. shall refund 100 percent of the amount paid less the non-refundable registration fee, not to exceed \$250, if notice of

cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later. Cancellation shall occur when students gives a written Notice of Cancellation at the address of the school. Student can do it by mail, or email. Notice of Cancellation should show that the student no longer wishes to be enrolled in the school. If the student has been given books and equipment, student shall return them to the school within 7 days following the date of cancellation. If student fails to return these supplies in good condition within this period, the school may deduct its documented cost for the supplies from any refund that may be due to student.

SCHOOL PROBATION POLICY

Students who fail to meet satisfactory academic performance, fail to meet attendance requirements, or/and fail to comply with student code of conduct will be placed on probation for the evaluation period (20% of the course). Student will be notified that he/she has been placed on probation and will be given the steps necessary to be removed from probation. Failure to comply with the program and the probation by the end of evaluation period can be resulted in a withdrawal of the student from the program.



A student, who has corrected the deficiencies, will be notified that probation has been removed. A student can appeal a probation decision by challenging the records and meeting with the Assistant Director to review the documents. Student is still obligated to pay tuition due to the school while on probation.

SCHOOL DROP POLICY

Students may be dropped by the school for any of the following but not limited to reasons: Failure to comply with the program, medical excuses from physician, failure to adhere to student code of conduct specified in student handbook, failure to pay charges when due, breach of school's enrollment agreement, unacceptable conduct and behavior. Students may be re-admitted to program upon approval from the director.

Whether termination of enrollment is voluntary or involuntary, students should realize that they remain obligated for the amount of tuition and fees due the school based on the refund policy.

Being under the influence of alcohol or illegal substances will not be tolerated. Anyone found under such influences may be subject to immediate dismissal. Any breach of privacy or modesty is not tolerated. Any sexual overtures, explicit or implied are subject to immediate disciplinary action and dismissal.

REFUND POLICY

The student has the right to a full refund of all charges less the amount of non-refundable registration fee (not to exceed \$250) if the student cancels the enrollment agreement by the

first day of instruction or the seventh day after enrollment occur, whichever is later. If the student has paid more than the amount that is owed for the time attended, then a refund will be made within 45 days of withdrawal. If the amount that the student owed the school is more than the amount student paid for time attended, student shall make arrangement to pay balance due. The school will also refund money paid by third party on student's behalf. You are obligated to pay only for educational services rendered until you have completed 60% of the course or enrollment period. After 60% completion, there is no refund due to student. The refund shall be the amount you paid for instruction multiplied by a fraction, the numerator of which is the number of hours of instruction which you have not received but for which you have paid, and the denominator of which is the total number of hours of instruction for which you have paid. If the school discontinues a course or education program, the school will make a full refund of all charges.

STUDENT TUITION RECOVERY FUND (STRF)

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

- You are a student, who is a California resident, or are enrolled in a residency program, and prepays all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
- Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

- You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program.
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents who were students attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident, or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

- The school closed before the course of instruction was completed.
- The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
- The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.

- There was a material failure to comply with the Act or this

Division within 30 days before the school closed it, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.

- An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

Any questions a student may have regarding the STRF may be directed to the:

Bureau for Private Postsecondary Education
P.O. Box 980818
W. Sacramento, CA 95798-0818
Website: www.bppe.ca.gov
Phone: (916) 431-6959
Fax: (916) 263-1897

BANKRUPTCY STATUS

A2Z Health. Net Massage Schools does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, or has not had petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.) Sec. 94909(a)(12)

STUDENT RECORDS

Student records are confidential. The school will maintain records of the name, address, email address and telephone

number of each student who is enrolled in the school. The following records will be maintained permanently by the school:

- The certificate granted and date that certificate was granted.
- The student transcript which shows courses /programs taken, and grades earned.
- Other student records will be maintained for 5 years.

FACILITY AND HOUSING INFORMATION

Our facility is conveniently situated on a one floor modern building. We have ample free parking. Facility is fully equipped and daily maintained. The school does not offer housing accommodations for students. At this time, our school does not offer assistance in finding housing. However a list of available housing can be obtained from the student services office. Average cost of housing is approximately \$900 to \$1,200 a month.

EQUIPMENT AND MATERIAL

The lectures will take place in a classroom setting. Massage tables will be used in the course to demonstrate hands on skills. Overhead projector and board are used for lecture and visual instructions. Each student will receive textbooks and binders and a school T- shirt. Students are responsible to bring their own sheets, lotions, and uniforms.



SCHOOL LIBRARY

A2Z Health.Net – Massage School takes pride in its great selection of Massage Therapy related books and videos. The library holds a representative collection of books that

are available for student use before or after classroom hours. It includes books, professional journals, and videos. Each of these items enriches the students' learning experience and helps them expand their knowledge about the profession. The library is located inside the massage school facility. It is open Monday through Friday from 9am to 8pm.

HYGIENE, DRESS CODE & DRAPING POLICIES

PROPER HYGIENE AND PROFESSIONAL ATTIRE ARE REQUIRED.

Please tie up long hair, keep finger nails trimmed and clean. Please no cigarette odors and bad breath, which can be offensive to others. Professional attire is important in helping to establish and maintain a therapeutic environment. We suggest that you purchase scrubs or a scrub top to wear at school. No shorts, skirts, tank tops, tight fitting or revealing clothes, t-shirts with slogans are permitted. Closed toed shoes **MUST** be worn at all times in the school.

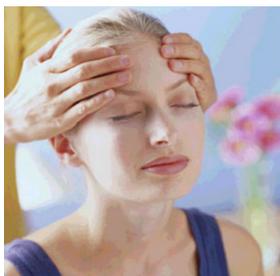
Draping the client properly is imperative to make them feel safe and relaxed during the massage. Only the area to be worked on should be uncovered, while the rest of the body is secure under the draping. Draping is done with the top sheet, and can be tucked and folded like a 'diaper' under the legs to protect the groin area, and can be tucked under the arms when

the clients is lying supine to protect the chest area. Proper draping will enable the client to relax and enjoy the massage experience, without worrying about being exposed. Every massage therapist learns proper draping skills and proper hygiene in the massage program.

GRIEVANCE RESOLUTION PROCEDURES

Use the following procedures to handle a complaint:

- Express concern in writing to your instructor.
- If instructor cannot solve issue, write a request to the Assistant Director of the school .
- If complaint is still not resolved, write a letter of complaint to the Executive Director of the school. The director should then respond to the request by meeting with the student. Each party to the complaint may be asked to present their version of the complaint.
- The Director will issue a resolution to the complaint.
- A student may direct any issues of their concern at any time to the Bureau for Private Postsecondary Education, and is not required to take part in the internal procedure first.



ACADEMIC PROGRESS & CLOCK HOURS

Student must complete their programs within 1.5 times the scheduled program length. For completion of coursework students are awarded credit units. A clock hour is one class period of approximately 60 minutes of length. The student is required to make quantitative progress toward program completion which is 70% or better. Incomplete grade are not given, the student must repeat any classes in which they earn less than a 70% average.



ATTENDANCE

Attendance is an important aspect of professionalism. Students are required to attend all classes as scheduled. Each class will keep a daily attendance record for each student and the instructor will mark absences and tardiness on it. A minimum of 80% attendance in a course is required for completion. If a student misses three consecutive days, unexcused, the student will be advised. If attendance falls below 80%, continued enrollment is permitted with approval of Director. Any student who is seriously ill, hospitalized, or has a surgery must submit a written doctor's release on the day the student is returning to class.



LEAVE OF ABSENCE

The student may request a leave of absence from a course after instruction has started. This is a written agreement between the student and the school acknowledging that the student will be absent from class for a period of time and will return to make up the hours and work missed. Leave of Absence may be granted under special circumstances.

SCHOOL PERFORMANCE FACT SHEET

Each prospective student will receive a copy of the school performance fact sheet for the program they are interested in taking prior to signing an enrollment agreement. The performance Fact Sheet contains the following information:

- Completion rate for the program.
- Job placement rate for the program that is designed to lead to a particular career.
- License examination passage rate for which passage of a state licensing examination is required.
- Salary and wage information.
- You will be required to initial the school performance fact sheet.



REQUIREMENTS FOR CERTIFICATION

For all programs, student must satisfy the following:

- Completion of all classroom, lecture, and lab hours.
- A grade of 70% or better on all written exams and quizzes.
- A grade of 70% or better on practical full body massage evaluation.
- Payment in full for all tuition charges due.

LAB, LECTURE, AND SUPERVISED PRACTICUM HOURS

All students are required to complete the practical lab and supervised practicum hours in accordance with their program curriculum. **Students are not getting monetary compensation for these hours. Furthermore, all materials necessary but not limited to such as: lotion, oils, sheets, and uniforms are solely at the student expense.**

Community events, lectures, meeting, and projects are available throughout the year and will be announced to students. These hours provide student with confidence, direction, and experience necessary to succeed in the profession after graduating from school.



APPROVED PROGRAMS

Massage Therapist Program – 550 Hours

This program is designed for students who want to strengthen their knowledge of massage therapy with an in-depth analysis of advanced bodywork techniques. Students begin with basic training in our Swedish program, and continue to study advanced modalities such as Deep Tissue, Pregnancy, Advanced Swedish Techniques, Advanced Nutrition, Advanced Anatomy, Chiropractic Assistant, and Physical Therapy Aid skills. Graduates of this program are eligible to register for the National Certification Exam, State Certification through the CAMTC and may apply to membership with various professional massage organizations.

Classroom Hours

Monday – Thursday

Mornings: 9:00am -2:00pm *or* Evenings: 6:00pm – 10:30pm

Electives: Weekends

Fees

| | |
|---------------|---------------------------|
| Tuition: | \$4,500.00 |
| Registration: | \$150.00 (non-refundable) |
| Books | \$75.00 |
| STRF Fee | \$0.00 |
| Total Tuition | \$4,725.00 |



OUR STAFF

Our faculty is comprised of practicing business professionals and qualified instructors that have a strong desire to teach and provide excellent education.

Dr. Ben Drillings, D.C. (Director)

Dr. Drillings is the director of A2Z Health.Net, Inc. Family of Massage Schools. He is also the owner of Ben Drillings Chiropractic, Inc. Dr. Drillings graduated from New York Chiropractic College in 1990. He studied physical education and exercise physiology at C.W. Post College in Long Island University in New York.

Dr. Drillings established the massage school in 1998 and since then seen thousand of graduates fulfill their goals and dreams.

Dr. Drillings is a true believer in the benefits that massage has to offer. He is also serving currently as the Director of California Massage Schools Association (CAMSA), and is an active member of the wellness community.



Lilah Drillings (Administrative Director)

Lilah has been part of the A2ZHealth Schools' management team for over 18 years. She has years of experience in Customer Service, Administration and Human Resource. Her main goal is to make sure the students are graduating successfully from the school and staff members are reaching their maximum potential.



Sarit Marsiano (Financial Department)

Sarit has been a team member of the A2ZHealth Schools for over 12 years. Sarit's great organizational skills enable the students to receive up to date information in regards to their financial responsibilities.

Marty Dale Campbell

Mr. Campbell is currently a licensed practicing massage therapist in Simi Valley, California and has been with A2Z for ten years. He has over 28 years' experience in the salon and spa field, and teaches advanced classes that includes

Ayurveda, Hot Stone, Lomi, Sports, Reflexology, Chair, Acupressure Facelift, Shiatsu, Aromatherapy, Swedish as well as business class and CPR and first aid. He wants to bring the healing power of the mind, spirit and body together through massage, meditation and visualization. He is committed to helping his students find the light within themselves.



Myrna Simpson

Ms. Simpson has been practicing massage for more than 20 years. Her passion for sharing her talents as a massage therapist and then teaching was a natural progression into ownership of the school. Her goal is to continue to realize her dream of sharing her knowledge of alternative medicine, balance and massage to others. Ms. Simpson specializes in Deep tissue, Sports massage, Trigger Point Therapy, Swedish, Pregnancy, Reflexology, Reiki, and Lypo.

WHY CHOOSE OUR SCHOOL

- Morning & Evening Programs
- Flexible financial plan
- Low cost tuition with quality education
- Experienced and supportive staff
- Many advanced classes to choose from
- On-site supply store
- Chiropractor on site to answer any questions
- Opportunity to participate in community events
- Personal support and community like environment

CONTACT US

Office Hours:

Monday - Friday: 9:00am - 4:00pm

Email: info@a2zhealth.com

Website: www.a2zhealth.net

Classes will be held at

4356 Eileen St.

Simi Valley, CA 93063



*Call us today to schedule
a private tour
1-888-303-3131*



a2zhealth.net
Massage School

DBA: Healing Oak School of Massage

Next Open House _____

Call for more information and location near you

Phone: 1-888-303-3131

E-mail: info@a2zhealth.net