Thank you for your interest in the Ann Arbor Institute of Massage Therapy (AAIMT) which was founded in 1993. We hope you enjoy reading our school catalog and that it provides you with enough information to make the right choice regarding schools for you. We want to be your choice of massage schools and believe our program is very well thought out and interesting; one that will place you in the forefront of this amazing industry.

AAIMT now offers two programs that are accredited by COMTA. Both programs have been designed to provide a learning experience to enhance your life and enable you to provide some of the best clinical care available.

Our 800 clock hour Massage Therapy Program includes 80 hours of online instruction to help save you both time and gas dollars. This program includes anatomy, physiology, kinesiology, pathology along with general massage and full courses in several advanced touch therapies such as Myofascial Therapy and Neuromuscular Therapy. This is an integrated learning approach meant to provide each student with the necessary skills to be successful as a massage therapist and ready to work within a professional clinical setting.

Our 910 clock hour Sports Massage & Personal Training Program includes 63 hours of online instruction. This program includes most of the above mentioned Massage Therapy Program courses along with a NASM Personal Training Course. This is an integrated learning approach meant to provide each student with the necessary skills to be successful as a personal trainer and sports massage therapist. You’ll be prepared to work within a training gym or sports club setting.

Our programs will give you the skills and knowledge rarely included in a beginning massage program – you will be leaps and bounds ahead of others entering the field. Our graduates are well sought after by employers; often employers look exclusively for AAIMT graduates due to the advanced training they receive here. We are quite proud of our programs, faculty and graduates. Our graduates are exceptional massage therapists and do very well within the massage therapy and personal training fields.

We look forward to adding your name to our alumni list as you follow in the footsteps of our faculty and graduates. We also look forward to meeting you very soon!

Jocelyn Granger, LMT, BCTMB
DIRECTOR OF AAIMT
Option A: Therapeutic Massage
800 hours
CLASS 43A: AUGUST 2015 - SEPTEMBER 2016
CLASS 44A: FEBRUARY 2016 - MARCH 2017

Option B: Sports Massage & Personal Training
910 hours
CLASS 43B: AUGUST 2015 - SEPTEMBER 2016
CLASS 44B: FEBRUARY 2016 - MARCH 2017

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©Copyright 2015, The Ann Arbor Institute of Massage Therapy, Inc. Published May 2015. All written materials are the property of the Ann Arbor Institute of Massage Therapy and cannot be used in any form without permission. This catalog presents the potential student with curriculum and policy information about the Institute. Its contents are subject to change without notice. This catalog supersedes all prior publications.
mission

The Ann Arbor Institute of Massage Therapy is dedicated to advancing the art and science of massage therapy through excellence in education, personal and professional development, and community service; in order to promote personal wellness and transform health care.

philosophy

We are committed to providing exceptional education in the field of massage therapy and personal training. Our programs are founded on clinical and educational experience to produce excellence in these fields. Massage therapists as well as personal trainers must be able to identify and create appropriate individualized treatment plans and find personal satisfaction in directly helping others. We are committed to this training which encourages each student to achieve his/her highest potential during their study with AAIMT. Further, we are dedicated to assisting each student in achieving excellence in therapeutic skills, training ability, personal awareness and the sensitivity necessary for a successful career in massage therapy and/or personal training.
aaImt approvalS and affiliaTions

Since 1993, the State of Michigan, Department of Licensing and Regulatory Affairs has approved and licensed The Ann Arbor Institute of Massage Therapy as a vocational school.

The Ann Arbor Institute of Massage Therapy is the first school of massage therapy in Michigan to gain accreditation from the Commission on Massage Therapy Accreditation (COMTA). As a non-profit, independent body, COMTA’s mission is to maintain and improve quality assurance in massage therapy and bodywork education by recognizing post-secondary schools and programs through an accreditation process. Schools and programs achieve this recognition by continually demonstrating their compliance with a commitment to curriculum standards developed and monitored by the Commission. This process assures that students receive quality education and training; therefore, the industry receives competently trained practitioners and the public receives quality services.

Michigan is now a Licensed State for massage therapy. AAIMT meets the state’s requirements and is an approved supervised curriculum. All massage therapists are required to obtain a license in order to practice massage therapy in the State of Michigan.

AAIMT is an approved school with the National Certification Board for Therapeutic Massage & Bodywork (NCBTMB). Our curriculum meets NCBTMB standards. We have been an Approved Continuing Education Provider with NCBTMB since 1999.

AAIMT is a member of the Associated Bodyworkers and Massage Professionals (ABMP). Our Membership meets criteria to allow our students to become ABMP members.

AAIMT partners with the National Academy of Sports Medicine (NASM) regarding the personal training/sports massage diploma program.

AAIMT holds a Certificate of Good Standing with the States of Washington and Ohio. Our graduates are pre-qualified in those states to take the State Exams or MLBEx for Massage Therapists. Our program standards meet or exceed most state standards.

In recognition of our accreditation and outstanding curriculum, Siena Heights University will give AAIMT graduates credits toward either an Associate or Bachelor degree.

In recognition of our accreditation and outstanding curriculum, University of Phoenix and Washtenaw Community College will give AAIMT graduates credits toward an Associate Degree.

More information in regard to our licensing and accreditations may be obtained by visiting our admissions office.
Our 15,000 square foot facility is located in a beautiful park-like setting. We offer a well lit, large classroom, student clinic area, retail store with coffee and tea, a student lounge with vending machines, a covered patio with picnic tables, restrooms, plus a convenient adjacent parking area. The Institute provides professional massage tables for student classroom use, numerous anatomical wall charts, life-size skeletons, Anatomy (Maniken™) Lab, PowerPoint presentations, and a well-stocked lending library to enhance class lectures and the “hands-on” portion of the program.

We invite you to schedule a visit at our Institute to familiarize yourself with our program and environment. Call (734) 677-4430 and make an appointment for an Informational Orientation tour today. Please see our website at www.aaimt.edu for upcoming dates and times.

AAIMT is located at 180 Jackson Plaza, in Ann Arbor, Michigan, just South off of Jackson Road and West of Wagner.

The majority of the Personal Training Course will be held in our auxiliary classroom at Thrive Martial Arts & Fitness, 5060 Jackson Rd., Suite G, Ann Arbor, between Zeeb and Wagner roads on the North side of Jackson Rd.
class size and demographics

Average size classes at AAIMT consist of 30-56 students with one half coming to weekday morning classes, the other half coming weekday evenings and all coming for the weekend workshops. We believe that this class size allows for more personal interaction between instructors and students while allowing students to develop lasting relationships.

The average lecture class size (weekday classes) is 30 students with a maximum of 35. The average size of weekday technique classes is 30 with a maximum of 35. The average workshop has a maximum of 56 students. The school's student-to-teacher average ratio is 5:1 for technique classes and up to 35:1 for lecture classes. During weekend workshops, the ratio may be 56:1 for the lecture portion. Students attend classes two days a week earning 7 clock hours with the exception of weeks containing one of the 16 weekend workshops. During those weeks, students earn between 15 and 31 clock hours.
our faculty

Our instructors and administrative staff are eager to help each student on an individual basis. With this support and individual attention, we believe a higher degree of success is actualized by each student.

TEACHING ASSISTANTS

Ann Brothers
Jillian Fuleky
Katherine Gragg
Glory Harris
Mike Hess
Emily Klinkman
Elizabeth Lunning
Maria Reisner
Jodee Shannon
Darlene Stanley

Lawrence Adams
Anatomy & Physiology
Myofascial Release
Sports Massage
Therapeutic Massage

Ingrid Apel
Anatomy & Physiology
Neuromuscular Therapy
Seated Massage
Sports Massage
Therapeutic Massage

Casey Blissett
Clinical Documentation
Student Clinic

Cathleen Francois
Energy Work
Goal Setting
Meditation

Jenna Martens
Personal Training

Jennifer Giacomelli
Hydrotherapy
Pregnancy Massage
Thai Massage

Jocelyn Granger
Anatomy & Physiology
Myofascial Release
Neuromuscular Therapy
Sports Massage

Melissa Munger
Personal Training

Prema Lindsay Smith
Ethics & Marketing
Thai Massage

Amir Rad
Personal Training

David Van Eck
Alternative Modalities
Anatomy & Palpation
Anatomy & Physiology
Myofascial Release
Neuromuscular Therapy

Suzy Wienckowski
Anatomy & Physiology
Therapeutic Massage

University of Michigan
Orthopedic Assessment
Various Athletic Trainers & Strength Training Coaches
our staff

Jocelyn Granger
Director, Owner

Jocelyn is the founder of AAIMT. Since 1982, Jocelyn has had extensive advanced training in various therapeutic massage modalities, including advanced certifications in Myofascial Therapy, Neuromuscular Therapy and Sports Massage. In her practice she specializes in Neuromuscular Therapy, Myofascial Therapy and Sports Massage. She teaches classes in massage therapy, anatomy, physiology, Maniken™, and workshops in Neuromuscular Therapy, Myofascial Therapy, Sports Massage and advanced palpation. Jocelyn has assisted in advanced courses such as Myofascial Therapy and Neuromuscular Therapy across the country. She is the author of the text book Neuromuscular Therapy Manual, published by Lippincott, Williams and Wilkins/Wolters Kluwer.

Sara Martens
Administrator

Lennen Chance
Admissions, Academic Coordinator

Casey Blissett
Student Clinic Supervisor

Vickie Olsson
Retail and Reception
our programs

THERAPEUTIC MASSAGE — OPTION A

Our Therapeutic Massage program is 800 clock hours accredited by COMTA. Included are 80 hours of online course work in the following areas:

- Alternative Health Modalities
- Aromatherapy
- Business/Practice Building
- Clinical Documentation & Student Clinic
- Common Skin Disorders
- Endocrine & Reproductive Systems
- Geriatric Massage
- Infant Massage
- Joint Pathology
- Medical Terminology
- Pathology
- Pregnancy Massage
- Professional/Business Ethics
- Self-Care
- Skeletal Markings of the Appendicular & Axial Skeleton
- Stress Management
- Trigger Point Pathology

The above classes will be reviewed during classroom time.

One clock hour equals 50 minutes plus a break. The program consists of two semesters over a 12 month period. Each semester is approximately 25 weeks. Programs begin in September and February of each calendar year.

Classes are conveniently scheduled to allow the student to attend while working full-time.

At AAIMT you receive a complete program including full courses in advanced therapies which are rarely included in a beginning massage therapy program.

As class size is limited, we strongly recommend you submit your completed application, arrange for your interview and then register as early as possible to ensure a space in the program. Please see the application on the last page of this catalog.

Upon completion of our accredited 800 clock hour Massage Therapy Program, you will be awarded a Diploma in Massage Therapy. Upon graduation, specialty certificates will also be awarded to those who successfully complete the Myofascial Therapy and Neuromuscular Therapy course-work and exams. Graduates are also presented with official transcripts at graduation.
SPORTS MASSAGE & PERSONAL TRAINING — OPTION B

Our Sports Massage & Personal Training program is 910 clock hours. Included are 60 hours of online course work in the following areas:

• Alternative Health Modalities
• Clinical Documentation & Student Clinic
• Common Skin Disorders
• Reproductive Systems
• Joint Pathology
• Medical Terminology
• Pathology
• Professional/Business Ethics
• Self-Care
• Skeletal Markings of the Appendicular & Axial Skeleton
• Trigger Point Pathology

The above classes will be reviewed with hands-on or lecture in the classroom.

One clock hour equals 50 minutes plus a break. The program consists of two semesters over a 12 month period. Each semester is approximately 25 weeks. Programs begin in September and February of each calendar year.

Classes are conveniently scheduled to allow the student to attend while working part-time.

At AAIMT you receive a complete program including full courses in advanced therapies which are rarely included in a beginning massage therapy program.

As class size is limited, we strongly recommend you submit your completed application, tour the facility, and arrange for your enrollment meeting as early as possible. Please see the application on the last page of this catalog.

Upon completion of our 910 hour Sports Massage & Personal Training program, you will be awarded a diploma in Sports Massage and certificate in Personal Training. A specialty certificate will also be awarded to those who successfully complete the Neuromuscular Therapy course-work and exams. Graduates are also presented with official transcripts.
The Ann Arbor Institute of Massage Therapy along with its faculty and staff have made the commitment to its students to provide high-caliber education in the art and science of massage therapy. The educational experience is designed to provide each student with:

**THERAPEUTIC MASSAGE - OPTION A**

- Information regarding the treatment of others with dignity and respect
- Proficiency in therapeutic techniques, along with other advanced massage modalities
- Knowledge of the basic principles of anatomy and physiology and how they relate to the theory and practice of massage therapy and Medical Massage
- Qualification to apply for State of Michigan massage therapy license
- Qualification to pass the Board Certification Exam and State Licensing Exam
- Business skills necessary for building and maintaining a successful massage practice; along with this comes the skill to balance the caring and nurturing characteristics of a massage therapist with the need to provide an income
- The proper knowledge and information to communicate with clients and/or other health care professionals
- A clear understanding of the scope of practice of a massage therapist
- Knowledge of advanced anatomy and palpation skills

**SPORTS MASSAGE & PERSONAL TRAINING - OPTION B**

- Information regarding the treatment of others with dignity and respect
- Proficiency in therapeutic techniques, along with other advanced massage modalities
- Knowledge of the basic principles of anatomy and physiology and how they relate to the theory and practice of massage therapy
- Business skills necessary for building and maintaining a successful massage and training practice
- Qualification to apply for State of Michigan massage therapy license
- Qualification to pass the Board Certification Exam and State Licensing Exam
- The proper knowledge and information to communicate with clients and/or other health care professionals
- A clear understanding of the scope of practice of a massage therapist
- Knowledge of advanced anatomy and kinesiology along with palpation skills
- Develop an individualized training program based upon assessment results
- Describe, demonstrate, and teach proper and safe usage of exercise equipment and training modalities

Classes begin Thursday, August 27, 2015. The September program meets Tuesday and Thursday: morning 9:00 am-12:30 pm or evening 6:00-9:30 pm. To help students with their busy lives/schedules, AAIMT has developed an online portion of the program. These online classes, quizzes and tests compliment the regularly scheduled classes the student attends. There are also 16 advanced therapy weekend workshops to attend. Weekend workshops meet from 8:45 am-5:00 pm. Weekend workshop meeting days may vary; many include a Friday. Weekend workshops are also open to practicing massage therapists for continuing education credits (see schedule below for dates).

advanced therapies schedule

100% Attendance – Weekend Workshops

<table>
<thead>
<tr>
<th>Date</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 26, 2015</td>
<td>Seated Massage (1 day)</td>
</tr>
<tr>
<td>October 16–18, 2015</td>
<td>Thai Massage I (3 days)</td>
</tr>
<tr>
<td>November 7–8, 2015</td>
<td>Thai Massage II (2 days)</td>
</tr>
<tr>
<td>December 5, 2015</td>
<td>Refinement (1 day)</td>
</tr>
<tr>
<td>December 18–20, 2015</td>
<td>Anatomy &amp; Palpation Skills (3 days)</td>
</tr>
<tr>
<td>January 29–31, 2016</td>
<td>Myofascial Therapy I (3 days)</td>
</tr>
<tr>
<td>February 12–14, 2016</td>
<td>Myofascial Therapy II (3 days)</td>
</tr>
<tr>
<td>February 26–28, 2016</td>
<td>Myofascial Therapy III (3 days)</td>
</tr>
<tr>
<td>March 19, 2016</td>
<td>Alternative Modalities (1 day)</td>
</tr>
<tr>
<td>April 9–10, 2016</td>
<td>Sports Massage I (2 days)</td>
</tr>
<tr>
<td>April 23, 2016</td>
<td>Pathology (1 day)</td>
</tr>
<tr>
<td>May 6–8, 2016</td>
<td>Sports Massage II (3 days)</td>
</tr>
<tr>
<td>June 10–12, 2016</td>
<td>Neuromuscular Therapy I (3 days)</td>
</tr>
<tr>
<td>June 24–26, 2016</td>
<td>Neuromuscular Therapy II (3 days)</td>
</tr>
<tr>
<td>July 15–17, 2016</td>
<td>Neuromuscular Therapy III (3 days)</td>
</tr>
</tbody>
</table>

2015-2016 holiday breaks

<table>
<thead>
<tr>
<th>Holiday</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor Day</td>
<td>September 4–7, 2015</td>
</tr>
<tr>
<td>Thanksgiving</td>
<td>November 25–30, 2015</td>
</tr>
<tr>
<td>Memorial Day</td>
<td>May 30, 2016</td>
</tr>
<tr>
<td>Independence Day</td>
<td>July 1–11, 2016</td>
</tr>
<tr>
<td>Graduation</td>
<td>September 10, 2016</td>
</tr>
</tbody>
</table>
academic calendar (continued)

SPORTS MASSAGE & PERSONAL TRAINING CLASS 43B: AUGUST 2015–SEPTEMBER 2016

Classes begin Thursday, August 27, 2015. The September program meets Tuesday and Thursday; morning 9:00 am-12:30 pm or evening 6:00-9:30 pm. Students choose am or pm weekday classes for the massage portion of this program. For the training portion of the program, the weekday classes meet Tuesday and Thursday evenings from 6:00-9:30 pm. There are no morning classes available for this portion. To help students with their busy lives/schedules, AAIMT has developed an online portion of the program. These online classes, quizzes and tests compliment the regularly scheduled classes the student attends. There are also 10 advanced massage therapy and 12 personal training weekend workshops to attend. Weekend workshops meet from 8:45 am-5:00 pm. Weekend workshop meeting days may vary; many include a Friday. Weekend workshops are also open to practicing massage therapists for continuing education credits (see schedule below for dates).

advanced therapies schedule

100% Attendance – Weekend Workshops

<table>
<thead>
<tr>
<th>Date(s)</th>
<th>Workshops</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 5, 2015</td>
<td>Refinement (1day)</td>
</tr>
<tr>
<td>December 18–20, 2015</td>
<td>Anatomy &amp; Palpation Skills (3 days)</td>
</tr>
<tr>
<td>April 9–10, 2016</td>
<td>Sports Massage I (2 days)</td>
</tr>
<tr>
<td>April 23, 2016</td>
<td>Pathology (1 day)</td>
</tr>
<tr>
<td>May 6–8, 2016</td>
<td>Sports Massage II (3 days)</td>
</tr>
<tr>
<td>May 13–15, 2016</td>
<td>Sports Massage III (3days)</td>
</tr>
<tr>
<td>May 21, 2016</td>
<td>Orthopedic Assessment (1 day)</td>
</tr>
<tr>
<td>June 10–12, 2016</td>
<td>Neuromuscular Therapy I (3 days)</td>
</tr>
<tr>
<td>June 24–26, 2016</td>
<td>Neuromuscular Therapy II (3 days)</td>
</tr>
<tr>
<td>July 15–17, 2016</td>
<td>Neuromuscular Therapy III (3 days)</td>
</tr>
</tbody>
</table>

personal training workshops

Weekend Schedule (*2 day weekends)

<table>
<thead>
<tr>
<th>Date(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 12-13, 2015*</td>
</tr>
<tr>
<td>October 3-4, 2015*</td>
</tr>
<tr>
<td>October 17-18, 2015*</td>
</tr>
<tr>
<td>November 7-8, 2015*</td>
</tr>
<tr>
<td>November 14-15, 2015*</td>
</tr>
<tr>
<td>December 12-13, 2015*</td>
</tr>
<tr>
<td>January 30-31, 2016*</td>
</tr>
<tr>
<td>February 6-7, 2016*</td>
</tr>
<tr>
<td>February 13-14, 2016*</td>
</tr>
<tr>
<td>February 27-28, 2016*</td>
</tr>
<tr>
<td>March 12-13, 2016*</td>
</tr>
<tr>
<td>April 2, 2016 (4 hours only)</td>
</tr>
</tbody>
</table>

2015-2016 holiday breaks

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor Day</td>
<td>September 4–7, 2015</td>
</tr>
<tr>
<td>Thanksgiving</td>
<td>November 25–30, 2015</td>
</tr>
<tr>
<td>Memorial Day</td>
<td>May 30, 2016</td>
</tr>
<tr>
<td>Independence Day</td>
<td>July 1–6, 2016</td>
</tr>
<tr>
<td>Graduation</td>
<td>September 10, 2016</td>
</tr>
</tbody>
</table>
THERAPEUTIC MASSAGE CLASS 44A: FEBRUARY 2016–MARCH 2017

Classes begin Wednesday, February 24, 2016. The February program meets Monday and Wednesday: morning 9:00 am-12:30 pm or evening 6:00-9:30 pm. To help students with their busy lives/schedules, AAIMT has developed an online portion of the program. These online classes, quizzes and tests compliment the regularly scheduled classes the student attends. There are also 16 advanced therapy weekend workshops to attend. Weekend workshops meet from 8:45 am-5:00 pm. Weekend workshop meeting days may vary; many include a Friday. Weekend workshops are also open to practicing massage therapists for continuing education credits (see schedule below for dates).

advanced therapies schedule

100% Attendance – Weekend Workshops

March 26, 2016  Seated Massage (1 day)
April 15–17, 2016 Thai Massage I (3 days)
April 30–May 1, 2016 Thai Massage II (2 days)
June 4, 2016  Refinement (1 day)
June 17–19, 2016 Anatomy & Palpation Skills (3 days)
July 8–10, 2016  Myofascial Therapy I (3 days)
July 29–31, 2016  Myofascial Therapy II (3 days)
August 12–14, 2016  Myofascial Therapy III (3 days)
September 17, 2016  Alternative Modalities (1 day)
September 24–25, 2016  Sports Massage I (2 days)
October 14–16, 2016  Sports Massage II (3 days)
November 19–20, 2016  Adv. Anatomy and Palpation Skills (2 days)
December 3, 2016  Pathology (1 day)
December 9–11, 2016  Neuromuscular Therapy I (3 days)
January 6–8, 2017  Neuromuscular Therapy II (3 days)
January 20–22, 2017  Neuromuscular Therapy III (3 days)

2016-2017 holiday breaks

Memorial Day  May 26–31, 2016
Independence Day  June 30–July 5, 2016
Labor Day  September 1–6, 2016
Thanksgiving  November 22–27, 2016
Holiday Break  December 22, 2016–January 5, 2017
Graduation  March 4, 2017
academic calendar (continued)

SPORTS MASSAGE & PERSONAL TRAINING CLASS 44B: FEBRUARY 2016–MARCH 2017

Classes begin Wednesday, February 24, 2016. The February program meets Monday and Wednesday: morning 9:00 am-12:30 pm or evening 6:00-9:30 pm. Students choose am or pm weekday classes for the massage portion of this program. For the training portion of the program, the weekday classes meet Monday and Wednesday evenings from 6:00-9:30 pm. There are no morning classes available for this portion. To help students with their busy lives/schedules, AAIMT has developed an online portion of the program. These online classes, quizzes and tests compliment the regularly scheduled classes the student attends. There are also 10 advanced massage therapy and 12 personal training weekend workshops to attend. Weekend workshops meet from 8:45 am-5:00 pm. Weekend workshop meeting days may vary; many include a Friday. Weekend workshops are also open to practicing massage therapists for continuing education credits (see schedule below for dates).

advanced therapies schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Workshop Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 4, 2016</td>
<td>Refinement (1 day)</td>
</tr>
<tr>
<td>June 17–19, 2016</td>
<td>Anatomy &amp; Palpation Skills (3 days)</td>
</tr>
<tr>
<td>September 24–25, 2016</td>
<td>Sports Massage I (2 days)</td>
</tr>
<tr>
<td>October 14–16, 2016</td>
<td>Sports Massage II (3 days)</td>
</tr>
<tr>
<td>October 29, 2016</td>
<td>Orthopedic Assessment (1 day)</td>
</tr>
<tr>
<td>November 4–6, 2016</td>
<td>Sports Massage III (3 days)</td>
</tr>
<tr>
<td>November 19–20, 2016</td>
<td>Adv. Anatomy and Palpation Skills (2 days)</td>
</tr>
<tr>
<td>December 3, 2016</td>
<td>Pathology (1 day)</td>
</tr>
<tr>
<td>December 9–11, 2016</td>
<td>Neuromuscular Therapy I (3 days)</td>
</tr>
<tr>
<td>January 6–8, 2017</td>
<td>Neuromuscular Therapy II (3 days)</td>
</tr>
<tr>
<td>January 20–22, 2017</td>
<td>Neuromuscular Therapy III (3 days)</td>
</tr>
</tbody>
</table>

2016-2017 holiday breaks

<table>
<thead>
<tr>
<th>Holiday</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Memorial Day</td>
<td>May 26–31, 2016</td>
</tr>
<tr>
<td>Independence Day</td>
<td>June 30–July 5, 2016</td>
</tr>
<tr>
<td>Labor Day</td>
<td>September 1–6, 2016</td>
</tr>
<tr>
<td>Thanksgiving</td>
<td>November 22–27, 2016</td>
</tr>
<tr>
<td>Holiday Break</td>
<td>December 22, 2016–January 5, 2017</td>
</tr>
<tr>
<td>Graduation</td>
<td>March 4, 2017</td>
</tr>
</tbody>
</table>

personal training workshops

Weekend Schedule (*2 day weekends)

<table>
<thead>
<tr>
<th>Date</th>
<th>Workshop Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 19–20, 2016*</td>
<td></td>
</tr>
<tr>
<td>April 9–10, 2016*</td>
<td></td>
</tr>
<tr>
<td>April 16–17, 2016*</td>
<td></td>
</tr>
<tr>
<td>April 30–May 1, 2016*</td>
<td></td>
</tr>
<tr>
<td>May 21–22, 2016*</td>
<td></td>
</tr>
<tr>
<td>June 11–12, 2016*</td>
<td></td>
</tr>
<tr>
<td>June 25–26, 2016*</td>
<td></td>
</tr>
<tr>
<td>July 9–10, 2016*</td>
<td></td>
</tr>
<tr>
<td>July 30–31, 2016*</td>
<td></td>
</tr>
<tr>
<td>August 6–7, 2016*</td>
<td></td>
</tr>
<tr>
<td>August 13–14, 2016*</td>
<td></td>
</tr>
<tr>
<td>August 27, 2016 (4 hours only)</td>
<td></td>
</tr>
</tbody>
</table>
course descriptions

OVERVIEW
The first semester will be the foundation of your education. Semester II builds upon skills learned in Semester I.

Anatomy Lab – Maniken™
42 hours — Semester II - options A and B
Each student will study anatomy in a three-dimensional way—through the use of clay and uniquely designed skeletal models. As anatomy texts are a two dimensional illustration of three-dimensional material, the student gains an understanding of the layering of the musculoskeletal system while building in clay.

Anatomy and Palpation Skills
24 hours — Semester I - options A and B
Designed to expand the student’s ability to palpate body landmarks, muscles and various other structures; emphasis is placed on anatomy, palpation, visualization and exercises for increasing sensory awareness and self care. Experiential techniques are used to help distinguish muscles, bones, body pulses and rhythms.

Advanced Anatomy and Palpation Skills
16 hours — Semester II - options A and B
This is designed to take the student beyond elementary palpation and into the realm of working in an exact way with muscles.

Anatomy & Physiology
56 hours — Semesters I & II - options A and B
In order for massage to have therapeutic benefits, the practitioner must have a thorough understanding of the structure and function of the human body. In this portion of the program the student will become familiar with the human body, beginning at the cellular level, and continuing into all body systems. Emphasis is placed on the integumentary (skin), skeletal, muscular, and nervous systems, since these are the areas the student will address directly. Kinesiology and some Pathology hours are included in this section. Hours to learn Medical Terminology and more Pathology and Anatomy are included in the online courses. Also, the hours for Maniken™ are Anatomy, Kinesiology and Physiology hours.

Business Management & Practice Building
9 hours — Semester II - option A
4.5 hours — Semester II - option B
This is about the ins and outs and in-betweens of an intelligent practice. The student will learn about and begin to examine the importance of clear, accurate and effective methods of communication with clients and other health care professionals. The student will also learn how to apply appropriate business and professional ethics to their massage practice. Emphasis is placed on marketing along with other methods of building a solid, successful practice. There are also bookkeeping and goal setting portions within this course. There are further hours included in the online courses.

Clinical Documentation
3.5 hours — Semester I - options A and B
The student will learn to properly document the therapeutic massage session. Documentation is essential to the development of a treatment plan. This is extremely important for the professional in the clinical setting and complements professionalism. There are further hours included in the online courses as well as during student clinic.

Concepts of Integrated Training
60 hours – Semester I – option B
This course will provide in-depth study to the interdependent and intradependent relationship of the components to integrated training. Specifically, students will focus on theory and systematic, progressive application of flexibility training, core training, balance training and plyometric training.
Design of Fitness Programs

60 hours – Semester I – option B

Students in this course will study the practice of resistance training to enhance neuromuscular function and development and design goal-specific Optimum Performance Training fitness programs, stabilization programs, strength programs, power programs and cardiorespiratory training programs. Additionally, this course provides in-depth study of the theories and progressive applications of linear speed, multi-directional agility, and quickness activities.

Human Movement Assessment

60 hours – Semesters I & II – option B

Paramount to student success is the comprehension and application of a dynamic relationship between the articular system, muscular system and nervous system. Students in this class will explore a detailed look at anatomy, physiology and kinesiology while applying that gained knowledge to a variety of assessments intended to evaluate the existence and impact of human movement impairments.

Massage Therapy Student Clinic – Internship

140 hours – Semesters I & II - option A
40 hours – Semester II - option B

Students begin to practice in our in-house Student Clinic during the first semester. Our Student Clinic is open to the public and provides therapeutic massage sessions to the community at a very low cost. Students learn to take a health assessment as well as greet and interact with clientele. The exposure in the clinic prepares the student to work confidently with the public. The student is supervised and closely guided during this portion of the program. There is a student-teacher ratio of no more than 11:1. Students' grades here reflect their experience in Student Clinic including attendance, attitude, appearance and professionalism. Students practice seated, full body relaxation/Swedish massage during the first semester. During the second semester students begin to integrate other modalities and more advanced techniques into the massage such as Myofascial Release, Sports Massage and Neuromuscular Therapy. 140 hours of participation in the Student Clinic is a requirement to graduate for the Therapeutic Massage Program. 40 hours of participation in the Student Clinic is a requirement to graduate for the Sports Massage & Personal Training Program.
Myofascial Therapy – 3 sections
89.5 hours — Semester II - option A
Myofascial Therapy is an effective form of deep tissue massage which addresses postural distortions and chronic myofascial patterns of strain. Myofascial Therapy offers a cooperative approach for improving structural alignment with specific emphasis on palpatory skills, postural/structural assessment techniques and orthopedic assessment skills, direction, pressure, breath awareness, perception and sensitivity. Other topics covered include body psychology and concepts of armoring, past trauma, bodywork boundaries and safety issues, and biomechanical aspects of strain. The course provides instruction in orthopedic assessment and advanced “body reading” with an emphasis on postural dysfunction. This modality along with Neuromuscular Therapy is truly Medical Massage. This course contains information regarding kinesiology and pathology as well.

Neuromuscular Therapy – 3 Sections
110.5 hours — Semester II - options A and B
Neuromuscular Therapy is used for the freeing and relief of chronically tense, contracted, and painful tissues. It is an advanced and profound form of massage therapy and requires a high degree of anatomical precision, specificity and skilled palpation. Neuromuscular Therapy provides complete and effective relief from chronic pain and tension, postural dysfunction and injury. The student acquires an understanding of the principles and philosophy of myofascial dysfunction and the application of the Laws of Physiology. Emphasis is placed on anatomical and kinesiological knowledge along with pathologies common to a given muscle structure. This modality along with Myofascial Therapy is truly Medical Massage.

Nutrition & Supplementation
60 hours – Semester II - option B
Students in this course will be exposed to the theories and principles of integrated training and the Optimum Performance Training model. Of particular focus will be the study of nutrition and the healthy composition of diet. This course will also explore the efficacy and practice of dietary supplementation as well as professional ethics and boundary-setting applied to the health and fitness industry.

Online Instruction
80 hours — Semesters I & II - option A
63 hours — Semesters I & II - option B
Various topics are covered online, and then reviewed in class. These subjects include Geriatric Massage, Infant Massage, Pregnancy Massage, Medical Terminology, and Alternative Modalities to name a few. Students will be given a username and password so they can access our courses, documents, quizzes, discussion forums, and school calendar online.

Pathology
12 hours — Semester II options A and B
Pathology is the study of the nature of disease and the structural and functional changes produced by them. Massage therapists are ethically and legally responsible for recognizing clients’ deviations from normal health and knowing if massage is indicated or contraindicated. Our purpose in this course is to help the beginning massage student form a knowledge base to build upon as they begin to practice. Information on pathology for the various systems in the body is presented along with a hands-on portion for Orthopedic Testing of the major muscle groups. This is in addition to the pathology already covered with Anatomy and Physiology, Myofascial Therapy, Sports Massage, and Neuromuscular Therapy, etc.
Personal Training - Student Clinic Internship

40 hours — Semester II - option B

Beginning with the second semester, students will practice personal training techniques in one of our auxiliary classrooms. These sessions are offered to the public at a very low cost. Students will participate in assessment of a client’s ability, strength, flexibility, etc. along with preparation and design of a training schedule for each individual they work with. This exposure will prepare a student to be able to work confidently and competently with clientele once they graduate. Students are closely supervised by an experienced Personal Trainer/Instructor during this portion of the program. The student/teacher ratio will be no greater than 4:1 here. Student’s grades will reflect their experience including attendance, attitude, appearance and professionalism. Forty hours of participation in the Training Student Clinic is a requirement to graduate.

Professional Development & Special Populations

60 hours – Semester II – option B

This course will explore professionalism and business ethics. Additionally, students will focus on various age-specific and chronic diseases and the psychological aspects of client relations and provide a systematic approach to targeted goals setting. Students will complete emergency cardiac care.

Professional Ethics and Boundaries

5 hours — Semesters I & II - options A and B

A professional massage therapist is bound by a code of ethics; students must learn professional and ethical boundaries to be able to provide safe care for clientele. Students will also learn communication skills and how to integrate ethical standards into their business. There are further hours included in the online courses.

Professional Critiquing – Internship

3 hours — Semester I - options A and B

The student performs (3) one-hour long therapeutic massages for relaxation on faculty members. This is an opportunity for one-on-one instruction for the student as well as to receive appropriate feedback regarding the work. The student benefits from the faculty member’s experience and mentoring.

Professional Critiquing – Internship

7 hours — Semester II - options A and B

The student performs (7) one-hour long treatment sessions on faculty members and other approved professionals. These sessions will include the student’s demonstration of knowledge and proficiency in advanced therapeutics and orthopedic assessments. During these sessions the student will receive appropriate feedback regarding his/her therapeutic approach and the effectiveness of the work received by the faculty member. The 7 hours are another opportunity for one-on-one instruction and mentoring.

Seated Massage

8 hours – Semester I - option A

The Seated Massage course concentrates on teaching the participant a therapeutic routine that can be adapted to different situations while using a specialized massage chair. Use of body mechanics to produce maximum results with minimum effort are taught.

Sports & Orthopedic Massage I – Event Massage

16 hours – Semester I - options A and B

Sports Massage is a rapidly emerging specialty within the massage therapy field. This workshop covers pre- and post-event work including information on the theory, principles and benefits of Sports Massage, thermal injuries, and Muscle Energy Techniques. Students will learn a new technique to use during event massage called Body Mobilization Technique.

Sports & Orthopedic Massage II – Clinical Sports Massage

24 hours — Semester II - options A and B

This workshop covers maintenance of the athlete, the physiology of injury and its repair process, evaluative orthopedic testing, proper use of ice and friction along with the pathology and specific treatment of common sports-related injuries. In both sections we use a combination of specialized techniques to help prevent sports injuries, boost endurance and performance and accelerate recovery from injury or fatigue. The student is presented with an additional technique to use with athletes called Stretch Reflex Method.
Sports & Orthopedic Massage III

24 hours — Semester II - option B

This workshop covers kinesiological overviews of several university level sports along with injury epidemiology. There will be information regarding clinical documentation when working with athletes along with presentations of common injuries by category. There will be practical application time during the weekend for students to learn and practice various applications of testing and treatment of these injuries.

Thai Massage I

31 hours — Semester I - option A

Thai Massage is an ancient healing system that has been practiced for more than 1,000 years, beginning with Buddhist monks in temples. It is a combination of Ayurveda, Yoga, Buddhism, and Thai healing techniques called “ancient healing touch.” This style of massage greatly affects muscle flexibility utilizing stretching movements and pressure on energy points. The recipient will experience feelings of relaxation, youthfulness, peace of mind, happiness and flexibility.

Thai Massage II

19.5 hours — Semester I - option A

This is an intermediate workshop where students will build upon what they learned in Thai Massage I. They will learn skills and techniques for recipients in seated and side-lying positions.

Therapeutic Massage & Related Approaches

104 hours — Semesters I & II - option A
61 hours — Semesters I & II - option B

The student will learn all the basic (Swedish) strokes of Therapeutic Massage. The anatomy will be studied a portion at a time while utilizing the techniques. Range of motion, joint mobilization and therapeutic stretches will then be added. Proper draping techniques, body mechanics and tableside manner for the therapist’s professionalism will also be included. In Semester II, students will receive more advanced instruction on techniques including pregnancy massage. We model professionalism at all times when in the classroom, this includes wearing appropriate attire.

University of Michigan Athletes Practicum

60 hours — Semester II - option B

The final practicum for students of Sports Massage & Personal Training will be massaging university level athletes in one of our auxiliary classrooms. Students will be closely supervised by AAIMT faculty members who are also Athletic Trainers for various sports teams. Students have the opportunity to utilize all of their training in Sports & Orthopedic Massage while helping athletes maintain peak performance levels. 70 massage hours of participation in the University Student Clinic is a requirement to graduate.
tuition and fees

THERAPEUTIC MASSAGE – OPTION A (800 HOURS)

After the combined application and registration fees* totaling $75.00 have been received, the following financial breakdown applies:

Tuition $10,595.00  
Materials Fee $390.00  
Textbooks** $420.00 (approx.)  
Estimated cost at start of the program $11,410.00  
Table** $500.00 (approx.)

SPORTS MASSAGE & PERSONAL TRAINING – OPTION B (910 HOURS)

After the combined application and registration fees* totaling $75.00 have been received, the following financial breakdown applies:

Tuition $11,595.00  
Materials Fee $400.00  
Textbooks** $500.00 (approx.)  
Estimated cost at start of the program $12,495.00  
Table** $500.00 (approx.)

* The Application Fee of $25.00 may be retained by the school if the application is denied, or 3 business days after the student has signed the enrollment agreement and financial contract.
* Registration Fee of $50.00 is no longer refundable 3 business days after the student has signed the enrollment agreement and financial contract.
** These items are non-refundable once the student has taken possession.
*** Purchase of massage chair is optional and at the student’s discretion. Chairs may be rented by students for $15.00 per day.

CONTINUING EDUCATION WORKSHOPS

The following workshops are included in our program curriculum (see pages 15-19), but are also available as continuing education. Please see our website at www.aaimt.edu for further details.

Anatomy & Palpation Skills** $350.00  
Advanced Anatomy & Palpation Skills** $275.00  
Myofascial Therapy Course (with certificate of Achievement)** $1,150.00  
Neuromuscular Therapy Course (with certificate of Achievement)** $1,400.00  
Orthopedic Assessment** $200.00  
Pathology** $165.00  
Seated Massage* $150.00  
Sports & Orthopedic Massage Course (with certificate of Achievement)** $1,600.00  
Thai Massage I* $465.00  
Thai Massage II* $320.00 (must have attended Thai Massage I)

* Open to public.  
** Open only to massage therapists.

Please note that prices are subject to change without notice. AAIMT accepts cash, checks, Visa, Mastercard and Discover.
financing options

Ann Arbor Institute of Massage Therapy offers in-house financing options and we participate in Federal Financial Aid programs. Any in-house plan may be used in conjunction with federal aid. We are able to customize a plan that works for you.

IN-HOUSE OPTIONS – THERAPEUTIC MASSAGE (A)

OPTION 1: Pay all Tuition, Lab Fee, and Materials Fee in full two weeks prior to the first day of class and receive your Textbooks free! Approximately a $420 savings! (Not applicable if using federal aid.)

OPTION 2: Down payment: $6,200.00 ($5,390.00 Tuition, $420.00 Textbooks, $390.00 Materials Fee). At 0% interest, you will make 12 monthly payments of approximately $435.00, starting 9/12/2015.

OPTION 3: Down payment: $4,700.00 ($3,890.00 Tuition, $420.00 Textbooks, $390.00 Materials Fee). At 6% interest, you will make 12 monthly payments of approximately $580.00, starting 9/12/2015.

OPTION 4: Down payment: $3,400.00 ($2,590.00 Tuition, $420.00 Textbooks, $390.00 Materials Fee). At 7% interest, you will make 12 monthly payments of approximately $690.00, starting 9/12/2015.

OPTION 5: Down payment: $2,900.00 ($2,090.00 Tuition, $420.00 Textbooks, $390.00 Materials Fee). At 8% interest, you will make 18 monthly payments of approximately $535.00, starting 9/12/2015. (A $500.00 six-month extension fee is included with Option 5).

IN-HOUSE OPTIONS – SPORTS MASSAGE & PERSONAL TRAINING (B)

OPTION 1: Pay all Tuition, Lab Fee, and Materials Fee in full two weeks prior to the first day of class and receive your Textbooks free! Approximately a $500 savings!

OPTION 2: Down payment: $6,200.00 ($5,310.00 Tuition, $500.00 Textbooks, $390.00 Materials Fee). At 0% interest, you will make 12 monthly payments of approximately $525.00, starting 9/12/2015.

OPTION 3: Down payment: $4,700.00 ($3,360.00 Tuition, $500.00 Textbooks, $390.00 Materials Fee). At 6% interest, you will make 12 monthly payments of approximately $670.00, starting 9/12/2015.

OPTION 4: Down payment: $3,400.00 ($1,860.00 Tuition, $500.00 Textbooks, $390.00 Materials Fee). At 7% interest, you will make 12 monthly payments of approximately $785.00, starting 9/12/2015.

OPTION 5: Down payment: $2,900.00 ($2,010.00 Tuition, $500.00 Textbooks, $390.00 Materials Fee). At 8% interest, you will make 18 monthly payments of approximately $595.00, starting 9/12/2015. (A $500.00 six-month extension fee is included with Option 5).

Payment plans do not include application/registration fees or table/chair costs. Textbook prices are subject to change. Table and chair orders must be paid in full when the order is placed.
FEDERAL AID OPTIONS

AAIMT participates in the following Federal Financial Aid Programs*:  

- Federal Pell Grant (February class will need to reapply for Pell in May 2016 using updated 2015 tax return information)  
- Federal Stafford Student Loan (subsidized)  
- Federal Stafford Student Loan (unsubsidized)  
- Federal Parent Plus Loan  
- See page 28 regarding the MEAP Scholarship program

Steps to apply for federal aid:

1. When filling out the FAFSA (Free Application for Federal Student Aid) form, you will need an FSA I.D. Please follow the links at www.fafsa.ed.gov to obtain your FSA I.D. Your FSA I.D. acts as your electronic signature and is required to complete your FAFSA form. Do not lose your FSA I.D. You will most likely need it until your loans are paid off.

* Grants are need-based financial aid that does not have to be repaid. Loans must be repaid, so be sure you understand your options and responsibilities.

2. You will need at least the following forms in order to apply:  
   - Social Security Card and Driver’s License  
   - W-2 Forms  
   - Federal Income Tax return for 2014  
   - Parents Federal Income Tax returns if under 24 years of age  
   - Current bank statements

3. Submit your FAFSA online at www.FAFSA.ed.gov  
   - Ann Arbor Institute of Massage Therapy School Code is: 039765  
   - Use the school year 2015-2016 for September 2015 and February 2016 programs  
   - For help, call the Federal Aid Student Information Center at 1 (800) 433-3243 or call the School Administrator at AAIMT at (734) 677-4430

4. You will receive a Student Aid Report (SAR) with the results from your FAFSA. Change or correct anything if necessary. Within two weeks of applying you should receive a letter from AAIMT’s School Administrator explaining your award.

   The U.S. Department of Education randomly selects over 30% of all federal aid applications to be reviewed for accuracy. If you are selected, AAIMT will walk you through this process. It can take up to four weeks, so it’s important to apply early for your federal aid.

5. Complete the Master Promissory Note and Entrance Counseling requirements at www.studentloans.gov.
6. The fine print:
To receive federal aid for our program, you must:

- Qualify for financial need (except for certain loans).
- Have a high school diploma or a General Education Development (GED) certificate, pass a test approved by the U.S. Department of Education, meet other standards your state establishes that the Department approves, or complete a high school education in a home school setting that is treated as such under state law.
- Be working toward a degree or certificate in an eligible program.
- Be a U.S. citizen or eligible non-citizen.
- Have a valid Social Security number.
- Register with the Selective Service if required. You can use the paper or electronic FAFSA to register, you can register at www.sss.gov, or you can call 1 (847) 688-6888. (TTY users can call 1 (847) 688-2567.)
- Maintain satisfactory academic progress once in school.
- Certify that you are not in default on a federal student loan and do not owe money on a federal student grant.
- Certify that you will use federal student aid only for educational purposes.

The Higher Education Act of 1965 as amended (HEA) suspends aid eligibility for students who have been convicted under federal or state law of the sale or possession of drugs. If you have a conviction(s) for these offenses, call the Federal Student Aid Information Center at 1-800-4-FED-AID (1-800-433-3243) or go to the www.studentaid.ed.gov website, click on “Who Gets Aid” in the top menu, then click on “Students With Criminal Convictions” to find out how this law applies to you.

Even if you are ineligible for federal aid, you should complete the FAFSA because you may be eligible for non-federal aid from states and private institutions. If you regain eligibility during the award year, notify your financial aid administrator immediately. If you are convicted of a drug-related offense after you submit the FAFSA, you might lose eligibility for federal student aid, and you might be liable for returning any financial aid you received during a period of ineligibility.
financial information

TUITION REFUND

Tuition payments are due on the 12th of each month.

If no payment has been received by the 20th of the month, a $40.00 late fee will be applied to the student’s account.

Prorated tuition reimbursement following termination, early withdrawal, or program cancellation is based on the last date of attendance of weekday classes as follows:

<table>
<thead>
<tr>
<th>% Completed</th>
<th>% Reimbursed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 25%</td>
<td>75%</td>
</tr>
<tr>
<td>26 to 50%</td>
<td>50%</td>
</tr>
<tr>
<td>Over 50%</td>
<td>0%</td>
</tr>
</tbody>
</table>

The tuition and fees paid by the applicant shall be refunded if the applicant is rejected by the school before enrollment. In both cases, the school will only retain the $25.00 application fee. All tuition and fees paid by the applicant shall be refunded if requested within three business days after signing a contract with the school. An enrollment agreement and financial contract must be signed no later than three days prior to the start of classes.

All refunds shall be returned within 30 days.

An administration fee for early withdrawal/termination of $100.00 will charged after the first day of class.

To re-enroll after a termination or withdrawal, the student must submit an application for re-admission along with a payment of $100.00, and be interviewed prior to re-admission.
financial information

OTHER EXPENSES

• It is recommended that students own a professional massage table by the sixth week of the program to be able to practice techniques at home. New tables may be purchased from the Institute, and the average cost is approximately $500.00. However, there may be more economical options available. Contact us for more information. Table information will be provided on the first day of class. The Institute pays for the freight on all table and chair orders.

• We must charge a restocking fee of $50.00 for any table/chair a student orders and then does not accept. The same fee is applied to any table/chair returned to its maker plus shipping fees.

• Sheets are required for classroom use. Students are encouraged to purchase at least two sets of twin-size sheets. The average cost for this is $25.00.

• AAIMT logo apparel is required for Class and Student Clinic. Five standard color shirts will be supplied to you at no additional cost during the school year.

• Students are required to have unscented massage oil and other necessary supplies for classroom and student clinic use. The average cost for a bottle of massage oil is $8.50.

• A student may be required to be tutored due to low academic standing and/or poor attendance. The cost is $25.00 per hour paid directly to an approved tutor.

• There is a $10.00 fee to make up or retake a written test.

• There is a $25.00 fee to make up or retake a practical test, paid directly to the instructor testing.

• There is a $25.00 per hour fee for oral testing/test reader, paid directly to the reader.

• There is a $40.00 fee for all checks returned marked NSF.

• Course Pack replacement is $50.00.

• Face cradle covers are $11.00 for a package of three.

• If no tuition payment has been received by the 20th of the month, a $40.00 late fee will be applied to the students account.

• The application fee is due with the application.

• The initial tuition down payment is due 14 days before the first day of class if the student is using an in-house payment plan option.

• There is a $60.00-200.00 fee for certifying post graduate paperwork for out-of-state licensing. Each state and local ordinances may have different criteria/requirements.

• Transcripts are available to other institutions upon written/online request. There is a charge of $15.00 per transcript.

• Additional copies of diplomas and transcripts are available upon request at a charge of $15.00 each.

• An additional cost of $500.00 will be necessary should a student have to defer graduation.

• Student ID Replacement is $20.00.

• Ann Arbor Institute of Massage Therapy accepts Master Card, VISA and Discover.
attendance

A minimum weekday class attendance of 94% is required with 100% attendance in weekend workshops and student clinic. A maximum of eight unexcused and four excused absences are allowed overall. Every six tardies is equivalent to one absence. Students are required to stay for the entire class to avoid being counted tardy or absent. Failure to complete an online assignment constitutes an absence. Missed tests may be made up within seven days.

academic requirements

- All students must maintain a minimum 75% cumulative Grade Point Average (GPA) to qualify for graduation.
- A student can have no more than eight unexcused absences for the year.
- Practical and academic work will be graded separately.
- Written tests will be given periodically along with evaluation of practical techniques.
- Written and practical tests are used to measure students’ progress in the program and are graded on the following scale:
  - 100%–92% = Excellent
  - 91%–84% = Good
  - 83%–75% = Satisfactory
  - Below 75% = Probation/Failing
- Students must maintain a minimum 75% GPA. For individual test scores below 75%, students may choose to retake the test. Students must contact the Academic Coordinator to schedule each retake. If a student’s GPA falls below 75%, he/she is placed on academic probation. At this point, tutoring is required to bring the GPA up to a satisfactory level. If the student does not improve the GPA to a minimum of 75% or above, the student is dismissed. Progress reports are provided throughout the program.
- If a student’s GPA drops below 75%, academic advisement will be necessary.
- Special tutoring sessions may be arranged at $25.00 per hour, paid directly to the approved tutor.
- If a student does not take a test when scheduled, a score of zero is entered into the academic record until the student makes up the test. Students have seven days from the original scheduled date to make up the test. If the student does not follow through, the zero becomes the permanent score. Incomplete grades are not given as a score.
- There are no opportunities to repeat some segments of the course (i.e. muscle systems, Maniken™, etc.) within the program, other than repeating some or all of the program. The student must withdraw from the original program and go through the re-admission process to begin within the program again.
requirements for acceptance

• Students must be 17 years or older, have a high school diploma or GED and be of sound mind and body.
• There is no prerequisite training. Students must have the desire and willingness to learn.
• The ability to give and receive massages is necessary.
• The student must provide official copy(s) of educational documents (high school/college transcripts or GED) prior to the first day of class.
• A successful orientation with school personnel at the school, a signed contract and the paid application/registration fee are required before the applicant can be officially enrolled in the massage therapy program.
• We do not discriminate against any individual because of race, gender, age, religion, sexual orientation, nationality, disability, or other status protected by law.
• We are willing to make reasonable accommodations for students with disabilities on an individual basis. This must be discussed during the enrollment meeting, and documentation must be provided at that time.

graduation requirements

• Maintain a minimum 75% cumulative GPA.
• Full payment of all tuition and fees.
• Complete all Internship hours.
• For Sports Massage & Personal Training, complete all Practicum hours.
• Complete all massage log requirements
• Complete all assignments, quizzes, tests, and practical work on time.
• Provide a current copy of valid CPR and First Aid Certificates before beginning Student Clinic.
• Maintain a minimum of 94% attendance of all weekday classes (no more than eight unexcused absences throughout the academic school year).
• Students must attend 100% of all required weekend workshops. If the student does not make up a missed workshop(s) within the original 12 months of the program, the student may have to defer in order to complete the program.
• If the student has not completed the graduation requirements by the requirements completion date in their syllabus, the student may apply for deferred graduation. There is a charge of $500.00 for six months additional time. If the student has not completed all requirements at the end of the deferred graduation time limit, the student’s file is pulled and marked “incomplete.” The diploma and other credentials are destroyed. Deferred graduation is limited to six months.
• Maintain ethical behavior/practice throughout the program.
The Institute maintains all academic files and records. Students may call the Administrator during regular business hours to make an appointment to review their records. According to the Family Education Rights and Privacy Act (FERPA 1999), information in student records is strictly confidential and no unauthorized person may view them without written consent by the student.

All graduates receive a diploma and a transcript at the graduation ceremony.

All graduates qualify for our online employment opportunity placement program. While the Institute does not offer guaranteed employment, many employers contact our school in search of qualified graduates. Our graduates may use this system from the day of graduation onward throughout their professional lives.

Due to the way we teach anatomy along with technique, it’s difficult for a transferring student to transfer previous credits for anatomy and physiology. We are willing to look at the previous training and may offer testing out to those who qualify.

Transfer credits for anatomy and physiology will not be considered unless the student has completed the prior training within the last 12 months.

Students seeking credit for coursework must present a student portfolio that includes documentation of all previous training: transcripts, course descriptions/syllabi, and certificates of completion. Students must also provide a copy of the course catalog from the school where they received their training. We will accept a maximum of 25% of hours from a previous program. We do not, however, guarantee your credits will transfer.

At AAIMT we believe a student of massage therapy who is interested in energy work will excel in learning the esoteric arts upon graduation of this program. One will graduate with knowledge of human anatomy and be skilled in the art and science of palpation that it takes to become proficient in using energy to help facilitate another’s healing experience. We teach an introduction to energy work only.

AAIMT offers several advanced courses/classes for continuing education in Western and Eastern therapeutic modalities, spa therapies and energy work. All classes offered for continuing education by AAIMT are approved by the NCBTMB. Current students and graduates of AAIMT are usually offered a discount on in-house continuing education courses.

Prospective students are advised to check state ordinances for licensing requirements as they may vary from state to state.

For information regarding Massage Therapy licensure in Michigan visit www.michigan.gov/lara, then search for "massage therapy."

The Secretary of Education has determined that AAIMT satisfies the definition of an eligible institution under the Higher Education Act (HEA) of 1965, as amended, therefore students may be eligible for educational tax credits. AAIMT is an approved postsecondary education institution by the Michigan Merit Award Board for the Michigan Merit Award Scholarship Program (MEAP).

- MEAP Scholarship is a merit-based award
- Pell Grant is an award by the federal government
- Stafford and Parent Plus Loans are loans offered by the federal government
withdrawal – termination

In the event of an early withdrawal by the student or termination by the Institute (beyond three days after contract signing), the Institute will retain the application/registration fee and a prorated portion of tuition based upon percentage of weekday attendance (see page 24). The Institute must be notified in writing of intent to withdraw.

AAIMT expects its students to behave as professionals at all times. Any behavior unbecoming to the profession of Massage Therapy or that violates our professional standards, will be subject to dismissal.

The following may lead to dismissal from the program:

- Failure to sign Enrollment Agreement
- Failure to comply with the terms of any student contract (all Resolutions, student letter of agreements, etc. are considered contracts once a student has signed them)
- Cheating on any written or practical tests/quizzes
- Any unprofessional behavior, including adhering to dress code
- Failure to meet minimum academic standards
- Use of alcohol or other drugs on school premises
- Inappropriate sexual conduct or behavior
- Any threat of and/or physical violence
- Failure to comply with the terms of the Tuition Payment Schedule
- Excessive absenteeism
- Failure to pay tuition on time
- Failure to comply with the standards set forth in the Student Policy Handbook
- Using unsafe hygiene practices
- Unethical recruitment of Student Clinic clients
- In all cases AAIMT reserves the right to terminate a student immediately
- Leave of absence is considered on an individual basis
student complaint/grievance procedure

If a student has a grievance with any member of the AAIMT community, the steps listed below should be followed.

1. Communicate directly with the student, faculty, or staff member to resolve the grievance. If the grievance is not resolved, then:

2. Communicate with the School Administrator in writing about the matter. If the grievance is not resolved, then:

3. Communicate with the Director in writing about the matter. The letter should specify the nature of the grievance, outlining the sequence of events up to this point and describe the actions requested. The Director will investigate the information presented, and then meet with all parties involved for resolution.

The student and all parties involved are expected to proceed with mutual respect in an honest and responsible manner. Every effort will be made to ensure the highest level of confidentiality. AAIMT makes every effort to resolve a complaint/grievance within 45 days.

If questions or concerns are not satisfactorily resolved by the school, the student may bring the information to the attention of the:

Proprietary School Section, Licensing Division,
Bureau of Commercial Services,
Michigan Department of Licensing and Regulatory Affairs,
P.O. Box 30714, Lansing MI 48909
Phone: 517-373-6774  Proprietary School Website: www.michiganps.net

Schools accredited by the Commission on Massage Therapy Accreditation (COMTA) must have a published procedure and operational plan for handling student complaints. If a student does not feel that the school has adequately addressed a complaint or concern, the student may consider contacting the commission. All complaints considered by the Commission must be in written form, with permission from the complainant(s) for the commission to forward a copy of the complaint to the school for a response. The complainant(s) will be kept informed as to the status of the complaint as well as the final resolution by the Commission. Please direct all inquiries to:

COMTA
5335 Wisconsin Avenue NW, Suite 440
Washington, D.C. 20015

A copy of the Commission’s Complaint Form is available by contacting the School Administrator.

While we do not intend to make changes to our catalog often, it is always a good idea to double check with our Admissions Department to make sure you have our newest updated catalog with current information. Policies and program changes may be made to keep current with our State and Accreditation guidelines and to keep up with the field.
If you are interested in enrolling, please complete this application and mail it to us as soon as possible. As classes are kept small, early registration is important. Should the class for which you are applying be full, you will be given priority in the next available class. We reserve the right to cancel a program if enrollment does not meet our minimum requirements.

All questions must be answered and a $75.00 application/registration fee* must accompany this application.

Applying for: ________________________________  Today's Date: __________

Option A: Therapeutic Massage
☐ September (Class 43A) 2015
☐ February (Class 44A) 2016
☐ Morning  ☐ Evening

Option B: Sports Massage & Personal Training**
☐ September (Class 43B) 2015
☐ February (Class 44B) 2016
☐ Morning-massage  ☐ Evening-massage
☐ Evening-personal training**

* *Option B choose morning or evening for massage classes. Only evening classes for personal training portion are available.

Background Information:

Name: __________________________________________________________________________________________________

Address: ________________________________________________________________________________________________

City: ___________________________ State: ___________________________ Zip/PostalCode: __________________

E-mail: _________________________________________________________________________________________________

Home Phone: ___________________________ Work: ___________________________ Cell: ___________________________

Best time to reach you: ___________________________________________________________________________________

In case of emergency, notify: Please list Name, Address, Phone, & Relationship
________________________________________________________________________________________________________
________________________________________________________________________________________________________

Personal Information:

Have you received a professional massage? _________  Have you received a personal training session? _________
Have you ever been convicted of a felony or misdemeanor? _____________________________________________________
Do you have any physical health problems? ________________________________________________________________

Education: An official transcript must accompany this application.

Circle highest year completed: High School:  1   2   3   4  College:  1   2   3   4

Post Graduate Degree: __________________________________________________________ Year: __________

Please list all related training or certification in massage therapy or personal training.
Please list any other training in a health field such as nursing, EMT, etc.
Please list any previous experience in the field of massage or personal training.
Documentation or written verification is required for the information listed below.
________________________________________________________________________________________________________
________________________________________________________________________________________________________

* The tuition and fees paid by the applicant shall be refunded if the applicant is rejected by the school before enrollment. In both cases, the school will only retain the $25.00 application fee. All tuition and fees paid by the applicant shall be refunded if requested within three business days after signing a contract with the school. An enrollment agreement and financial contract must be signed no later than three days prior to the start of classes. All refunds shall be returned within 30 days.
Current Employment & References:

Company Name: _________________________________________________________________________________________

Address: __________________________________________ City: _____________________ State: ____________ Zip: ________________

Position: __________________________________________________ Number of years: ______________________________

Supervisor: ___________________________ Phone: (  ) ______________________________

Character References:

List three personal character references. At least one should be a health professional. No references from people related to you either by blood or marriage will be accepted. Please include names, email addresses, mailing addresses, phone numbers and how many years you have known them. Please contact your character references to notify them they may be contacted by AAIMT.

Name: __________________________________ Address: ________________________________________________________

Phone: _______________________________ Years known: _________ email: _______________________________________

Name: __________________________________ Address: ________________________________________________________

Phone: _______________________________ Years known: _________ email: _______________________________________

Name: __________________________________ Address: ________________________________________________________

Phone: _______________________________ Years known: _________ email: _______________________________________

Essay:

You must attach an essay of at least 250 words long, answering the following:

1. How did you find Ann Arbor Institute of Massage Therapy?
2. What made you choose Ann Arbor Institute of Massage Therapy?
3. Why are you interested in massage therapy and/or personal training?
4. After graduating from AAIMT, how will you integrate your education into your future?
5. Tell us something interesting about yourself.

I hereby state that all of the above information is true to the best of my knowledge.

Signature: __________________________________________ Date: __________________________________________

Application Deadlines:

September Program (Classes 43A & 43B): August 13, 2015
February Programs (Classes 44A & 44B): February 10, 2016

Application/Registration fee* is due with application.
The initial tuition down payment is due no later than one week prior to the first day of class.

Final Check List:

☐ Application is completed
☐ Official transcript
☐ Application/Registration Fee* $75.00 - Check made out to AAIMT
☐ Essay attached
☐ Send to: AAIMT, 180 Jackson Plaza, Ann Arbor Michigan 48103 or apply online at www.aaimt.edu
Thank you for your interest in the Ann Arbor Institute of Massage Therapy (AAIMT) which was founded in 1993. We hope you enjoy reading our school catalog and that it provides you with enough information to make the right choice regarding schools for you. We want to be your choice of massage schools and believe our program is very well thought out and interesting; one that will place you in the forefront of this amazing industry.

AAIMT now offers two programs that are accredited by COMTA. Both programs have been designed to provide a learning experience to enhance your life and enable you to provide some of the best clinical care available.

Our 800 clock hour Massage Therapy Program includes 80 hours of online instruction to help save you both time and gas dollars. This program includes anatomy, physiology, kinesiology, pathology along with general massage and full courses in several advanced touch therapies such as Myofascial Therapy and Neuromuscular Therapy. This is an integrated learning approach meant to provide each student with the necessary skills to be successful as a massage therapist and ready to work within a professional clinical setting.

Our 910 clock hour Sports Massage & Personal Training Program includes 63 hours of online instruction. This program includes most of the above mentioned Massage Therapy Program courses along with a NASM Personal Training Course. This is an integrated learning approach meant to provide each student with the necessary skills to be successful as a personal trainer and sports massage therapist. You’ll be prepared to work within a training gym or sports club setting.

Our programs will give you the skills and knowledge rarely included in a beginning massage program – you will be leaps and bounds ahead of others entering the field. Our graduates are well sought after by employers; often employers look exclusively for AAIMT graduates due to the advanced training they receive here. We are quite proud of our programs, faculty and graduates. Our graduates are exceptional massage therapists and do very well within the massage therapy and personal training fields.

We look forward to adding your name to our alumni list as you follow in the footsteps of our faculty and graduates. We also look forward to meeting you very soon!

Jocelyn Granger, LMT, BCTMB
DIRECTOR OF AAIMT

Please call 734.677.4430 and schedule an Informational Orientation!

These casual gatherings are where many of your questions will be answered. Take a tour of our facility, meet faculty and staff and visit with current students to see what sets AAIMT apart from other programs. You will find available dates and times on the home page of our website at www.aaimt.edu. Private tours are available upon request.

Questions?
Commitment to Excellence