

PROFESSIONAL  
TRAINING  
PROGRAM

**MHEC/COMTA APPROVAL PENDING**

# **Program Catalog 2024-2025**



**Celebrating educational excellence since 1976**

8701 Georgia Avenue, Suite 700  
Silver Spring, MD 20910

(202) 686-7046 / [www.PMTI.org](http://www.PMTI.org)



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### Potomac Massage Training Institute

8701 Georgia Avenue, Suite 700, Silver Spring, MD 20910  
Phone: (202) 686-7046  
[www.PMTI.org](http://www.PMTI.org)

Potomac Massage Training Institute (PMTI) is a nonprofit, tax-exempt school and organization, established in 1976.

Published January 19, 2024

PMTI is an institution accredited by:



Commission on Massage Therapy Accreditation (COMTA)  
900 Commonwealth Place, Suites 200-331  
Virginia Beach, VA 23464 • (202) 888-6790

PMTI is approved by:



Maryland Higher Education Commission  
6 North Liberty Street, 10th Floor  
Baltimore, MD 21201 • (410) 767-3301

## What Is Massage Therapy?

Massage is an ancient healing art form, which can be traced to roots on the African continent. The ancient Hindus, Egyptians, and Greeks used forms of massage to relieve joint pain and address circulatory issues. The Chinese have written records of massage treatments dating back some 3000 years. In the late 1800s, massage began to evolve into a stand-alone method for treating individuals, in the form that is more commonly known as Swedish massage. The aim of Swedish massage is to increase oxygen levels in the blood and to release toxins from muscle tissue.

Today the term “massage therapy” refers to the physical manipulation of muscles, ligaments and connective tissue. It usually includes Swedish massage and deep tissue massage techniques. Massage therapy can reduce stress, relieve fatigue, soothe tension, facilitate relaxation, and promote a sense of well-being, all of which increase efficient body functioning.

Massage therapy does not involve the diagnosis of disease or prescription for treatment of disease. However, massage therapists are trained to recognize certain conditions for which massage is contraindicated and to refer clients to medical doctors or other health care professionals when appropriate.

The potential applications of massage therapy are endless. Massage therapy is given to babies, the elderly, the healthy and the infirm. Studies have increasingly shown its therapeutic and mood-enhancing benefits. In sports, massage therapy is also used to enhance performance and to assist in injury prevention, recovery, and repair.

From the

### AMERICAN MASSAGE THERAPY ASSOCIATION (AMTA)

*Massage therapy requires a balance of academic and technical knowledge, clinical skills, manual dexterity, sensitivity, and awareness. Nearly everyone has the innate resources to touch another with care and confidence. However, it takes a sincere desire to help others, along with a commitment to the time, energy, and focus necessary for the training process in order to become a solid practitioner.*

*The field of massage therapy is growing rapidly in response to the public's expanding interest in forms of health care that promote well-being and a higher quality of life.*

As medical professionals become more knowledgeable about the efficacy and benefits of massage, they are increasingly integrating massage therapy services into patient care.

Health insurance companies, realizing the cost savings of massage, may cover sessions with a massage therapist when they are a prescribed aspect of treatment.

The Potomac Massage Training Institute (PMTI) is committed to further establishing massage therapy as an integral part of good health care and as a complementary practice to other therapeutic processes. We are further committed to educating the finest, most professional massage therapists in a caring, comprehensive, and motivated way.



*“To learn the art of healing touch...  
What an incredible journey... What a beautiful  
gift we have been entrusted with.”*

— Kathleen Thompson, PMTI Graduate

## PMTI: A Prestigious Past

Potomac Massage Training Institute (PMTI) was established in 1976, and soon became a 501(c)(3) non-profit organization. PMTI provides career training in the art and science of massage therapy and has graduated almost 4,000 students. As one of the few remaining non-profit massage schools in the country, PMTI has enjoyed a long and distinguished history. A diverse and talented staff is dedicated to offering the highest quality curriculum. We pride ourselves in an ability to support a philosophy of education that emphasizes professionalism and focuses on integrating body, mind and spirit and the individual growth experience of each student.

Our Professional Training Program is carefully designed to prepare graduates for professional practice. Graduates of our program can tailor each massage therapy session to the individual needs of their clients. This client-centered approach is stressed throughout the program at PMTI and is an aspect of our training that allows our students and graduates to utilize their massage skills with sensitivity and compassion. Additionally, we pride ourselves on the continuing emphasis of proper body dynamics, teaching our students to perform bodywork with less effort and greater self-care. PMTI believes that graduates should be able to perform massage for as long as they would like without work-related injury.

### OUR LEADERSHIP HISTORY

**Kevin Andreae**, founder of PMTI, was Executive Director from 1976 to 1982. Kevin's philosophy of massage therapy is what we still teach today—client-centered therapy that incorporates mind, body, and spirit into the work.

**Kerrith McKechnie** was Executive Director from 1982 to 1986. She loved teaching and is known for creating and maintaining a nurturing learning environment for instructors and students alike.

**Kathryn Hansman-Spice** was Executive Director from 1986 to 1991. With her guidance, PMTI created outreach programs in the community through student fieldwork projects. During her tenure, PMTI also instituted the student clinic. She brought attention to the inseparable bond between a massage therapy school and its community, a concept that is still very much a part of PMTI today.

**Rosie Gowdey** served PMTI as Executive Director from 1991 to 2001. Rosie oversaw PMTI's move to Albemarle Street. Working with the school's staff and the Board of Directors, she led the process for formal accreditation of PMTI's Professional Training Program with COMTA. Under her leadership, PMTI continued to be actively involved in the expanding role of massage therapy and in its growing acceptance as a critical component of health care.

**Demara Stamler** was PMTI's Executive Director from 2002 to 2008. She joined the staff in 1997 as an instructor and became the Director of Education in 2000. During her tenure, Demara focused her efforts on articulating with local colleges and moving PMTI in the direction of research. She currently provides valuable consulting services to PMTI's staff and faculty, as well as a menu of continuing education and community workshop offerings that enrich our community.

**Tam Gelman** has served as PMTI's Executive Director since 2011. She has been a member of PMTI's Board of Directors since 2003, serving two terms as Board Treasurer and one term as the Board's Acting Co-Chair. She collaborates with the staff and faculty to maintain PMTI's tradition of excellence, enrich the student experience, enhance PMTI's connection to the greater metropolitan community, and to increase the number of post-graduate educational opportunities for licensed massage therapists.

## PMTI: Today and Tomorrow

### OUR PTP MISSION

The Professional Training Program of PMTI, located in Silver Spring, Maryland, nurtures the talents of future generations of massage practitioners, emphasizing proper body dynamics for self-care, Supportive therapeutic presence, and critical thinking skills for client-centered effectiveness, honoring ethical and conscious relationships with clients and professionals while embodying the values of our rich and historic non-profit culture.

### OUR VISION

PMTI champions optimal health, weaving our tradition of leadership and community service with integrity, passion, and purpose while fostering new paths of wellness and prosperity for the future. We cultivate and sustain dedicated and caring practitioners, ethical and inspiring educators, and empowered clients within a thriving community.

### OUR PHILOSOPHY

PMTI has developed a system of teaching bodywork that Supports the unique inner health and growth of each individual by recognizing the unity of body, mind, and spirit. We believe that massage and bodywork are vital to body awareness and healing. PMTI teaches students to be aware of the entire body and to engage each client in the process of holistic healing.

The curriculum and teaching methods blend scientific principles and massage therapy techniques while promoting the sensitive use of touch. Students are trained to interact and consult with other health care professionals, while supporting their client's goals and well-being. Classes are serious and structured, but we also place equal emphasis on the personal development of our students. The program emphasizes the unity of art and science in massage therapy.

### OUR FACILITIES

PMTI's four classrooms (measuring 959, 700, 446, and 438 square feet respectively) are equipped with massage tables, full-scale skeletons, anatomy charts, study tables, and seating, including stools for clinical practice. Classroom equipment also includes a sound system, overhead video projectors, video recorders, video monitors, and



dry erase boards. The school also has a supply of small-scale skeletons, full-size bone replicas, and other equipment for anatomy study. Additionally, PMTI provides a lounge and small library for students to use. The lounge area provides students with space for dining, networking, and studying.

The library area holds reference materials and computers with Internet access. PMTI also has private space available for tutoring and meetings.

PMTI's student clinic is conducted in four fully equipped treatment rooms. In Supervised fieldwork activities, students choose to travel to a variety of sites within a 10-mile radius of our campus (see Fieldwork Site Addendum). Massage tables or chairs are provided at these sites which are selected by our Fieldwork Team prior to the start of the segment.

### OUR GRADS SAY

"I have been amazed at how much more advanced my training was for my massage skills as well as the practical business knowledge that PMTI gave me. I have been very impressed with how many PMTI graduates pass the national exam compared to other schools and how widespread PMTI's good reputation is with employers around the metropolitan area."

— Charlly Enroth, PMTI Graduate

## Program Overview

PMTI's Professional Training Program (PTP) is designed for individuals who want to become licensed massage therapists (as defined by the Bureau of Labor Statistics Occupational Outlook Handbook), as well as individuals who want to use massage skills within their current professions. Graduates may be able to practice in a wide variety of settings, including private practice, sports and fitness venues, health care and medical environments, corporate settings, spas, health clubs and salons. PMTI's training program emphasizes a client-centered approach to massage therapy, in which students learn to tailor each session to the specific needs and goals of the individual, rather than providing the same "formula" massage to each client. Further information on the licensing requirements of local jurisdictions is located on page 21 of this catalog. PMTI's PTP currently has a maximum enrollment of 40 students.

The PTP can be completed in either a 10-month, or 20-month time period. Both programs have identical content and a total of 756 clock hours each. Lecture and laboratory classes comprise the bulk of the in-class experience.

The 20-month program of study is offered in three (3) 24-week teaching segments with one lecture and one laboratory class taught weekly. The 10-month program is offered in three (3) 12-week teaching segments with two lecture and two laboratory classes each. In addition to lecture and laboratory classes, the curriculum includes clinic and fieldwork participation, as well as group tutoring and weekend courses. All components of the curriculum are designed to broaden the student's experience and prepare graduates for professional practice. Graduates are also well prepared to sit for the Massage and Bodywork Licensing Examination (MBLEX) of the Federation of State Massage Therapy Boards (FSMTB), on which PMTI students and graduates continue to achieve pass rates that are far above local and national averages. PMTI's average pass rate for first-time test takers during the last ten years has exceeded 90%, while state and national averages are currently twenty to thirty points lower.

All classes are designed to encourage student participation and discussion. Laboratory classes are typically limited to 14 students per classroom, with a minimum student-teacher ratio of ten to one. Lecture classes have a maximum of 20 students per classroom, with a minimum student-teacher ratio of twenty to one.

PMTI has found through experience that its delivery methodology provides each student with the opportunity to integrate their massage education with their own personal development. At PMTI, students not only learn massage as a skill, they learn to practice therapeutically. Our approach gives the student time to learn the wide variety of skills that an effective therapist needs, and to integrate the principles of mindful practice in an environment of support and ongoing supervision. The coursework is both extensive and comprehensive. PMTI students learn to treat each client as an individual as they learn to address each client's therapeutic needs.

## Educational Objectives

PMTI has established the following educational objectives. Each student will be able to:

- Identify and describe the structure and function of the human body, with emphasis on the musculoskeletal system and its relation to massage therapy practice and the effects of stress on each system.
- Demonstrate knowledge of Swedish massage theory and techniques including effleurage, petrissage, friction, tapotement, and vibration.
- Identify the benefits, contraindications, and limitations of Swedish and deep tissue massage.
- Demonstrate skill in deep tissue work with a major focus on the kinesiology of specific muscle groups.
- Utilize proper body dynamics and other self-care techniques to promote ease in working with clients and to avoid injury and physical stress.
- Use appropriate verbal and listening skills to establish a Supportive environment and respond to a client's personal concerns that may arise during a massage therapy session.
- Describe their own approach to personal health, general well-being, and wellness concepts to discuss healthy choices with clients.
- Discuss other body/mind approaches to health, wellness, and stress reduction to refer clients, when advisable, to other health care practitioners.
- Effectively organize and lead a presentation to educate the public about the benefits of massage therapy for health promotion.
- Describe the business, professional, and legal requirements, as well as ethical principles regarding establishment of a massage therapy practice.



## Summary of Professional Training Program Hours

Students can complete the Professional Training Program in either a ten- or twenty- month schedule. Both formats have identical content and a total of 756 clock hours each. Lecture and laboratory classes comprise the bulk of the in-class experience.

The 20-month program of study is offered in three (3) 24-week teaching segments with one lecture and one laboratory class taught weekly. The 10-month program is offered in three (3) 12-week teaching segments with two lecture and two laboratory classes each. In addition to lecture and laboratory classes, the curriculum also includes required clinic, fieldwork and group tutoring hours, as well as weekend courses.

Regardless of the schedule chosen, the PTP is a continuous program of study offered in three teaching segments and totaling 756 clock hours. In the entire program, Lecture classes total 320 hours; Laboratory classes total 308 hours; and Clinic and Fieldwork hours total 128 hours combined. Students in the 20-month program are required to attend regular weekly classes for a minimum of eight hours a week for 72 weeks. Students in the 10-month program are required to attend regular weekly

classes for a minimum of sixteen hours for 36 weeks. All classes are to be attended in accordance with the schedule designated for each segment of the PTP. Students in the 20-month program may typically enroll in one of two sections, attending two times a week in an evening format, or alternatively, or two classes scheduled in an all-day format during a single weekday. Students in the 10-month program are required to attend four classes scheduled in a two (2) day all-day format that meets on either Tuesday and Thursday or Monday and Wednesday. Each regular weekly class is four hours long. The first class of the week is the lecture class, followed by the laboratory class. Additional calendar/section information is found on pages 13 & 14.

At the beginning of each segment, students will schedule additional required weekend classes. Typically, these begin at 9:00 a.m. and end at 6:00 p.m. with a one-hour lunch break. Students will be advised of the upcoming calendar for subsequent segments before the current segment ends. Students will also choose from a variety of fieldwork and clinic opportunities to fulfill the required hours for those courses.

<u>Segment One</u>		<u>Segment Two</u>		<u>Segment Three</u>	
		<b>Lecture Courses (and Hours)</b>			
Basic Anatomy and Physiology	64	Muscular-Skeletal Anatomy / Kinesiology	40	Muscular-Skeletal Anatomy/Kinesiology 2	8
Body Systems Pathology and Massage	24	Muscular-Skeletal Pathology Lecture 1	28	Muscular-Skeletal Pathology Lecture 2	8
Communication, Ethics and Boundaries	8	Eastern Energy Lecture	8	Case Report Research Project	16
Medical Terminology	4	Psychological and Ethics Perspectives	8	Business Practices and Ethics	16
Research Literacy	4	Navigating the Gap	8	Building Skills for Success	4
SOAP Charting	4	Introduction to Functional Assessment	4	Topics in Wellness Care	24
New Student Program Orientation	4	Introduction to Case Report	4		
New Student Career Orientation	4	Introduction to Business Practices	4		
Introduction to Energy Systems	8				
Overview & History of Massage	4				
Business Planning/Charting Success	8				
Ethics in Practice	4				
		<b>Laboratory Courses (Hours)</b>			
Basic Swedish Massage Techniques	76	Deep Tissue Practicum/Appendicular	88	Deep Tissue Practicum/Axial	16
Body Dynamics	4	Basic Seated Massage	8	Biodynamic Craniosacral Technique	20
Supervised Inter-segment Practical (2)	8	Movement Perspectives in Bodywork	8	Myofascial Technique	20
Spa & Hydrotherapy 1	8	Spa and Hydrotherapy 2	8	Special Interest Modalities	16
		Intro to Stretching	4	(Trager, Sports, AIS, Shiatsu)	
		Supervised Inter-segment Practical (2)	8	Spa and Hydrotherapy 3	8
				Supervised Inter-level Practical (2)	8
		<b>Supervised Clinical/Practicum (Hours)</b>			
Clinic Orientation	4	Clinic Observations	4	Clinical Assessment & Practicum	60
Clinic Observations	8	Clinic Sessions	20	Clinic Sessions	24
		Fieldwork Assignments	8		
<b>Total Hours - Segment One</b>	<b>248</b>	<b>Total Hours - Segment Two</b>	<b>260</b>	<b>Total Hours - Segment Three</b>	<b>248</b>

### Total Program Hours = 756

\* Class credit is measured and reflected on transcripts in clock hours. One clock hour = 50 minutes of class time during a continuous 60-minute period. Credits earned are for determining progress toward program completion only, and the credits are not necessarily transferable to other private career schools or collegiate institutions.



**Summary of Content/Hours – for details please see Course Descriptions**

<u>Content</u>	<u>Segment 1</u>	<u>Segment 2</u>	<u>Segment 3</u>	<u>Total</u>
Anatomy, Physiology & Kinesiology	60	35	6	101
Pathology & Contraindications	21	23	6	50
Massage Therapy Theory	64	71	68	203
Hands on Technique & Supervised Practice	58	69	48	175
Clinical Assessment & Documentation	4	7	39	50
Professional Ethics	15	16		31
Professional Standards & Business Practices	9	6	20	35
Health & Hygiene Standard Precautions	5			5
Research	4	1		5
Supervised Clinical Experience/Practicum	8	32	61	101
<b>TOTALS</b>	<b>248</b>	<b>260</b>	<b>248</b>	<b>756</b>

**Course Descriptions for the Professional Training Program**

PMTI's Professional Training Program consists of 756 clock hours of content and is divided into three segments. Segments consist of lecture, laboratory, fieldwork and clinical practicums. Each segment also contains weekend courses that offer training in ethics, spa & hydrotherapy and introductions to adjunct modalities. Students are required to complete all Segment One lecture and laboratory coursework before proceeding to Segment Two, and to complete all Segment Two lecture and laboratory coursework before proceeding to Segment Three. Should a student fail to progress in the program in accordance with the terms expressed in the Program Catalog and the PMTI Student Handbook, the student will be disenrolled and reenrolled by the Admissions Department should they choose to continue their massage therapy education.

**SEGMENT ONE: LECTURE COURSES****New Student Program Orientation** Total: 4.0  
(4.0 Theory)

Students will meet members of the PMTI administration and their Segment 1 instructors, who will explain the policies, procedures, and expectations for the program. Students will also explore the importance of time management and study skills for successful learning.

**New Student Orientation Career Development (Hero's Journey)** Total: 4.0  
(4.0 Theory)

Through interactive lecture and activities, students will examine their vision for a career in massage therapy, as well as attitudes, values and strengths that will allow them to participate in the training program and achieve their goals optimally. Students will discuss how to seek opportunities for personal development and new ways of learning.

**Basic Anatomy and Physiology** Total: 64.0  
(60.0 Anatomy, 4.0 Theory)

Students are introduced to the 11 systems of the body. Knowledge of anatomical organization and physiological

principles provide students with the necessary foundation required for the more involved information taught in advanced courses. Students are also instructed in the efficacy of massage therapy to support body system functions and maintain homeostasis.

**Body Systems Pathology and Massage** Total: 24.0  
(20.0 Pathology, 4.0 Theory)

This course will provide information on definition, identification and etiology of common pathologies of the 11 body systems that may be encountered in massage practice. Information will also be provided on indications, contraindications, and considerations of massage therapy in addressing these conditions.

**Introduction to Energy Systems** Total: 8.0  
(5.0 Theory, 3.0 Sup Hands On)

This course is an introduction to the principles, theory, and practice of energy bodywork. Students will develop a basic understanding of energy-based techniques, and will also experience energy balancing exercises, both alone and with a partner.

**Communication, Ethics  
and Boundaries of Touch**  
*(8.0 Ethics)*

Total: 8.0

Students will learn and demonstrate an understanding of basic communication skills, the stumbling blocks to effective communication, active listening, and constructive feedback. Setting clear, appropriate personal boundaries for giving massage will be explored, as well as applying conflict resolution skills effectively in the therapist-client relationship. Students will also review and discuss professional Codes of Ethics for Massage Therapists.

**Medical Terminology**  
*(4.0 Theory)*

Total: 4.0

This course is designed to provide a basic understanding of the language structure used among health care professionals based on its Latin and Greek roots. Students are taught to recognize common prefixes, suffixes, and word roots to determine the meanings of frequently used medical terms.

**Research Literacy**  
*(4.0 Research)*

Total: 4.0

Students will discuss the value of research to the profession and explore different study designs that are used in massage therapy research. Students will practice locating research literature and will critically evaluate published articles. The course includes instruction on how to apply these skills to courses at PMTI that require research.

**SOAP Charting**  
*(4.0 Clinical Assessment)*

Total: 4.0

Students will gain an understanding of the importance of acquiring a thorough medical and social history from their clients, as they become proficient in tracking their progress by using the SOAP format to document massage sessions. Information is provided on requirements for confidentiality and record-keeping methods.

**Overview and History of  
Massage Therapy**  
*(4.0 Theory)*

Total: 4.0

Students will learn about the evolution of massage and bodywork including historical events, knowledge of the current structure of and roles within the profession including various work environments, integration with other health care practices, working cooperatively with other health care practitioners and relevant professional organizations. This course will provide a context for each student to identify their path of interest in the profession and any additional areas in which they will choose to participate.

**Business Planning / Charting Success**  
*(8.0 Business)*

Total: 8.0

Students will learn key terms and concepts related to career planning, including the development of a business plan for their massage career as either an employee or a private practitioner. Students will identify values and personality traits that influence their career planning including work environment, clientele, and additional specialized training. Students will continue to develop their business skills in subsequent classes.

**Ethics in Practice**  
*(4.0 Ethics)*

Total: 4.0

This course continues the student's practical understanding of the role of ethics in the practice of massage. Students will explore several ethical and practice-based circumstances that may be encountered and practice appropriate responses. They will quantify steps and strategies for recognizing and reframing patterns of behavior that may hinder their success in school and in practice. A reference for this class is The Four Agreements by Don Miguel Ruiz.

**SEGMENT ONE:  
LABORATORY COURSES**
**Basic Swedish Massage Technique**  
*(26.0 Theory, 45.0 Supervised Practice,  
5.0 Health & Hygiene)*

Total: 76.0

Students will learn the five basic techniques of Swedish massage, as well as ancillary strokes, and their appropriate application in giving a full body massage. Students will also receive instruction in appropriate hygiene and sanitation practices for massage therapists. The course will also include basic instruction in appropriate draping techniques and the documentation of session content.



**Body Dynamics**

Total: 4.0

*(2.0 Theory, 2.0 Supervised Practice)*

Body dynamics are created by the support, alignment, and movement of the body. Students will learn and practice the fundamentals of proper and healthy body dynamics to give an efficient and effective massage.

**Supervised Inter-segment Practical (2)**

Total: 8.0

*(3.0 Theory, 5.0 Supervised Practice)*

Supervised Inter-segment Practical classes provide the opportunity for students to work with instructors and partners from all three (3) segments to gain additional practice and receive feedback on the tools/techniques taught in weekly laboratory classes. Techniques conveyed in SIP are most often chosen by students in order to provide additional support in areas where students feel challenged in their learning process.

**Spa and Hydrotherapy 1**

Total: 8.0

*(5.0 Theory, 3.0 Supervised Practice)*

This course introduces the history of spa modalities and treatments, including hydrotherapy techniques. Students are taught to recognize possible indications and contraindications of these applications and appropriate measures to maintain hygiene of equipment, supplies and treatment area. Students will have an opportunity to perform basic hydrotherapy techniques.

**SEGMENT ONE:****SUPERVISED CLINICAL PRACTICUM****Clinic Orientation**

Total: 4.0

*(4.0 Theory)*

Clinic Orientation will familiarize the student with the policies, procedures, and practices of the student clinic. Students will review and understand student responsibilities related to their participation in the Student Clinic, both as an observer and as a practitioner. Activities simulating client intake and history taking give students an opportunity to practice their information-gathering skills.

**Clinic Observations**

Total: 8.0

*(8.0 Clinical Practicum)*

Students will observe massage sessions provided by other students to clients of the student clinic. Students will document their observations based on the student practitioner's use of appropriate body dynamics, communication, session planning, techniques used, and the overall awareness of the practitioner. After the sessions, students will also participate in the round table discussion with the instructor and student practitioners.

**SEGMENT TWO:  
LECTURE COURSES****Navigating the Gap**

Total: 8.0

*(8.0 Business)*

In this course, students will report on their progress in working with their educational and career objectives using tools and concepts presented in The Four Agreements, receiving guidance and support as needed. Students will study and practice the five most common limiting beliefs and paradigms that cause students to lose momentum or cause them to lose faith in their ability to complete the program. Students will be given practice tools they can use to get themselves back on track. Parts of this course are founded in the work of Mary Morrissey's Dream Building and Brave Thinking technology. Students will learn through lecture, small and large group discussions, journaling in class, and completing a project assignment.

**Muscular-Skeletal Anatomy/Kinesiology –  
Appendicular**

Total: 40.0

*(35.0 Anatomy, 5.0 Theory)*

This course looks at the body in regional segments of the appendicular skeleton. Students will learn about the bones, joints, ligaments, muscles, and other supporting anatomical structures associated with each region. Students will also gain an understanding of the origins and insertions of the muscles as well as basic kinesiology—the science of human movement.

**Muscular Skeletal Pathology Lecture –  
Appendicular**

Total: 28.0

*(23.0 Pathology, 5.0 Theory)*

This course will provide a fundamental understanding of the indications, contraindications and effects of massage therapy as it relates to the muscular and skeletal systems and specific conditions in the regions of the appendicular skeleton.

**Introduction to  
Functional Assessment**

Total: 4.0

*(4.0 Clinical Assessment)*

This course provides an introduction to methods of collecting information by observing posture and movements to identify areas of imbalance and restriction that can be addressed through the development and execution of client-centered treatment plans. Students will document these sessions.

**Eastern Energy Lecture**

Total: 8.0

*(5.0 Theory, 3.0 Supervised Practice)*

In this course, students will gain a basic understanding of various Eastern energy techniques, particularly the 12



meridians, their location and function. Students will also experience energy balancing exercises, both alone and with a partner.

**Psychological Perspectives** Total: 8.0  
(8.0 Ethics)

Students learn a basic understanding of psychological principles as they apply to bodywork. Topics include the body as the subconscious mind, dual relationships, transference, countertransference, therapeutic relationships and boundaries, challenging clients, emotional releases and self-care.

**Introduction to Case Report** Total: 4.0  
(1.0 Research, 3.0 Clinical Assessment)

Students will be given instructions on the Case Report Project including an overview of project objectives, selecting a client, conducting and documenting sessions, and measuring progress. Students will also be given guidelines for preparing, and presenting a final report. This is prerequisite to conducting the project and continuing classes in Segment 3.

**Introduction to Business Practices** Total: 4.0  
(4.0 Business)

In this course, students will be given information on the many employment opportunities for massage therapists as well as information for various business models and employment opportunities. Students will be given instructions on all assignments related to Business Practices. This is prerequisite to continuing classes in Segment 3 and related assignments.

## **SEGMENT TWO: LABORATORY COURSES**

**Deep Tissue  
Practicum – Appendicular** Total: 88.0  
(36.0 Theory, 52.0 Supervised Practice)

Deep tissue massage techniques engage muscle tissue through layering and specificity. This class will focus on deep tissue massage taught in specific anatomical segments of the appendicular skeleton. Body Dynamics will be explored and reinforced as they apply to deep tissue work.

**Basic Seated Massage Techniques** Total: 8.0  
(3.0 Theory, 3.0 Supervised Practice, 2.0 Business)

Students will learn and practice the fundamentals of seated massage using a massage chair. They will also discuss developing business plan and marketing opportunities.

**Movement Perspectives in Bodywork** Total: 8.0  
(5.0 Theory, 3.0 Supervised Practice)

This course provides an overview of contemporary movement education systems, principles of healthy human movement, and principles of manual movement education. Students will explore specific movement practices for massage therapists to support themselves and their clients.

**Spa and Hydrotherapy 2** Total: 8.0  
(5.0 Theory, 3.0 Supervised Practice)

This course continues to discuss and practice spa modalities, including dry brushing exfoliation, aromatherapy and hot/cold applications. Students are taught to recognize possible indications and contraindications of these applications and appropriate measures to maintain hygiene of equipment, supplies and treatment area.

**Introduction to Stretching** Total: 4.0  
(4.0 Theory)

Students will be given the theoretical basis behind a variety of stretching techniques and the physiological response they create in soft tissue.

**Supervised Inter-segment Practical** Total: 8.0  
(3.0 Theory, 5.0 Supervised Practice)

Supervised Inter-segment Practical classes provide the opportunity for students to work with instructors and partners from all three (3) segments to gain additional practice and receive feedback on the tools/techniques taught in weekly laboratory classes. Techniques conveyed in SIP are most often chosen by students to provide additional support in areas where students feel challenged in their learning process.

## **SEGMENT TWO: SUPERVISED CLINICAL PRACTICUM**

### **Clinic Sessions Segment 2** Total: 20.0 (20.0 Clinical Practicum)

Students will attend five 4-hour classes, working in the student clinic as a practitioner. During each class they will review client health histories and conduct intake to develop and execute a treatment plan for two paying clients. Swedish massage is the foundational technique for these sessions, but students may apply deep tissue skills once they have acquired the expertise to do so. All sessions are conducted under the close supervision of a clinic instructor. Students are also required to participate in a round table discussion at the conclusion of the sessions.

### **Clinic Observations Segment 2** Total: 4.0 (4.0 Clinical Practicum)

As Students in Segment 2 begin to learn the techniques and application of deep tissue massage, they will have the opportunity to observe these techniques practiced in conjunction with the integration of Swedish technique. They will also participate in roundtable discussions with Instructor and student practitioners.

### **Fieldwork Assignment** Total: 8.0 (8.0 Clinical Practicum)

Students are given opportunities to provide seated massage to the general public under the supervision of an instructor. Students will conduct appropriate intake and develop session plans for seated massage. Considerations for implementing a seated massage session in a public and/or business setting are reviewed and experienced.

## **SEGMENT THREE: LECTURE CLASSES**

### **Building Skills for Success** Total: 4.0 (4.0 Business)

This course complements the business practice assignments of writing the 'documents' of practice (intake form, policies, business plan) by giving students the opportunity to enhance their knowledge and use of their own intuitive nature; their ability to train their own thinking to be more expansive and productive, and; the practice of creating an outside support system that is generative and empowering. Students will reflect on their training toward not only a successful service-oriented profession but a higher understanding of who they've become in the process.

### **Muscular-Skeletal Anatomy/Kinesiology – Axial** Total: 8.0 (6.0 Anatomy, 2.0 Theory)

This course looks at the body in regional segments of the axial skeleton. Students will learn about the bones, joints, ligaments, muscles, and other supporting anatomical structures associated with each region. Students will also gain an understanding of the origins and insertions of the muscles as well as basic kinesiology—the science of human movement.

### **Muscular Skeletal Pathology Lecture – Axial** Total: 8.0 (6.0 Pathology, 2.0 Theory)

This course will provide a fundamental understanding of the indications, contraindications, and effects of massage therapy as it relates to the muscular and skeletal systems and specific conditions in the regions of the axial skeleton.

### **Case Report Research Project** Total: 16.0 (16.0 Clinical Assessment)

Students will conduct an in-depth study of a client's specific condition throughout 8-10 massage sessions. This process is supervised and evaluated by course instructors. Client's needs are assessed and a treatment plan is developed and implemented. The process involves student intake with client, research, treatment sessions, presentation of measurable outcomes, evaluation, and mentoring/collaboration with another medical professional or licensed massage therapist. Students give an oral presentation of their written paper to the instructors and class.

### **Business Practices and Ethics** Total: 16.0 (16.0 Business)

Topics discussed include a wide variety of aspects that affect the ethical and efficient operation of a massage practice, as well as opportunities and professional practices as an employee of a massage business. Topics include ethics, professionalism, establishing a business, marketing a practice, taxes and law, and psychological perspectives of client relationships.

### **Topics in Wellness Care Survey Course** Total: 24.0 (24.0 theory)

Classes may vary. Current topics include:

- **Oncology Massage** - This course will provide a fundamental understanding of the efficacy and application of massage therapy for clients living with cancer, including indications, contraindications and appropriate intake screening for treatment or referral.

- **Prenatal** - This course will provide a fundamental understanding of the efficacy and application of massage therapy for clients who are pregnant. Including indications, contraindications and appropriate intake screening for treatment or referral.
- **Manual Lymphatic Drainage** - This course will provide a fundamental understanding of the technique, efficacy, and application of manual lymphatic drainage and how to locate a qualified practitioner for referral. Students will not receive hands-on training in this technique.
- **Nutrition** - Students will gain knowledge of the essential nutrients necessary for healthy living and how they are utilized in the body.
- **Health Care** - The contribution of integrated health care to the conventional health care system is discussed. The role and scope of other professions, such as naturopathic medicine, chiropractic, acupuncture, and midwifery, are defined.
- **Special Populations** - Students will review, discuss and demonstrate their understanding of the efficacy, application, and contraindications of massage as it applies to specific populations.

### **SEGMENT THREE: LABORATORY COURSES**

#### **Deep Tissue Practicum – Axial** Total: 16.0 (6.0 Theory, 10.0 Supervised Practice)

Deep tissue massage techniques engage muscle tissue through layering and specificity. This class will focus on deep tissue massage taught in specific anatomical segments of the axial skeleton. Body Dynamics will be explored as they apply to deep tissue work.

#### **Myofascial Technique** Total: 20.0 (8.0 Theory, 12.0 Supervised Practice)

Students are introduced to fascial anatomy and function. Based on the work of Tom Meyers' Anatomy Trains, students will learn the anatomy of seven (7) fascial lines, how to observe, palpate and assess misalignment, and which techniques best address presenting circumstances.

#### **Biodynamic Craniosacral Technique** Total: 20.0 (8.0 Theory, 12.0 Supervised Practice)

Students are introduced to craniosacral anatomy and motion. They will explore how to develop a listening contact with the craniosacral system anywhere in the body and learn how to facilitate a stillpoint. Students will practice assessment of craniosacral motion across joints and will learn to recognize and engage a pattern of strain to facilitate a state of balanced tension.

#### **Spa and Hydrotherapy 3** Total: 8.0 (5.0 theory, 3.0 Supervised Practice)

This course continues to discuss and practice spa modalities, including hot stone massage. Students are taught to recognize possible indications and contraindications of these applications and appropriate measures to maintain hygiene of equipment, supplies and treatment area. Students will practice basic protocol for hot stone massage session.

#### **Special Interest Modalities** Total: 16.0 (10.0 Theory, 6.0 Supervised Practice)

Building on the topics presented during the previous weekend courses, students can choose two (2) courses for further training in energy techniques, stretching, or movement modalities. These may vary by term and may include:

- **Introduction to Trager:** This is an introduction to the somatic movement education and therapy modality developed by Milton Trager, MD. This technique uses movement and touch to facilitate relaxed and enlivened mental attitude, body structure and movement. In this class students will learn the principles of this work and have the opportunity to practice both self-care movements and basic techniques to use with clients.
- **Introduction to Shiatsu:** Shiatsu is a form of Asian bodywork therapy that uses pressure, stretching and other manipulations to relieve stress and pain and to promote health. In this class students will learn the principles of this work and can practice both self-care movements and basic techniques to use with clients.
- **Introduction to Sports Massage:** Students will explore sports massage theory and techniques as well as examine common sports-related injuries. Specific massage protocols for performing pre-event and recovery massage in both clinic or on the field will be presented.
- **Introduction to Active Isolate Stretching:** AIS is a method of muscle lengthening and fascial release that provides effective facilitated stretching of major muscle groups. Students will learn the theory and basic techniques of AIS for both self-care and to assist clients with their self-care and/or recovery.

#### **Supervised Inter-segment Practical (2)** Total: 8.0 (3.0 Theory, 5.0 Supervised Practice)

Supervised Inter-segment Practical classes provide the opportunity for students to work with instructors and partners from all three (3) segments to gain additional practice and receive feedback on the tools/techniques taught in weekly laboratory classes. Techniques conveyed in SIP are most often chosen by students to provide additional support in areas where students feel challenged in their learning process.



### **SEGMENT THREE: SUPERVISED CLINICAL PRACTICUM**

#### **Clinical Assessment, Documentation & Practicum**

Total: 60.0

*(23.0 Clinical Assessment & Documentation,  
37.0 Clinical Practicum)*

Having completed fundamental course work in anatomy, pathology, intake and assessment, students will apply this knowledge and combine skills of Swedish and Deep Tissue technique to create therapeutic massage sessions. The students' knowledge is expanded through the utilization of clinical case management tools, including postural analysis, functional assessment and fascial mapping. This allows the student to develop and execute appropriate client-centered treatment plans for individual sessions for on-going treatment. Students will document in real time information regarding the client's history, assessment, and any supporting research required to address the client's goals and expectations, and to monitor the progress of sessions and adapt session and treatment plans as may be appropriate.

#### **Clinic Sessions Segment 3**

Total: 24.0

*(24.0 Clinical Practicum)*

Students will attend six 4-hour classes, working in the student clinic as a practitioner. During each class they will review client health histories and conduct intake to develop and execute a treatment plan for two paying clients. Swedish massage is the foundational technique for these sessions, but students may apply deep tissue skills once they have acquired the expertise to do so. All sessions are conducted under the close supervision of a clinic instructor. Students are also required to participate in a round table discussion at the conclusion of the class.

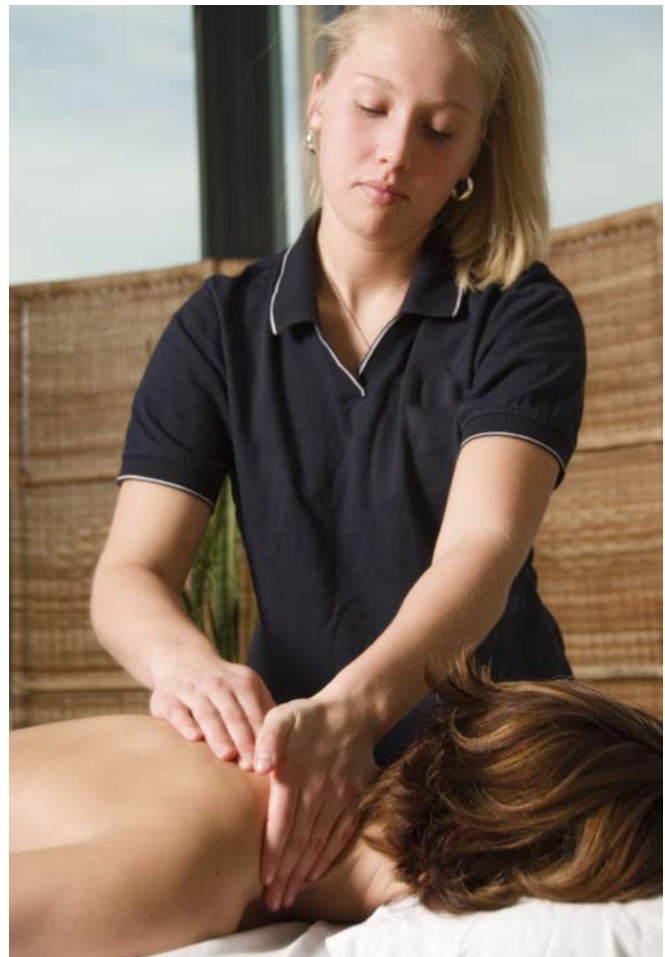
### **OUT-OF-CLASS REQUIREMENTS**

#### **CPR and First Aid Course**

Students must complete a minimum of 3 hours each of CPR and First Aid training; these courses must meet American Red Cross or American Heart Association standards. Current certification is required at the time of graduation. Fees for these workshops are not included in tuition.

#### **Practice Massage Log Work - 3 hours/class per Segment.**

Each week students give a minimum of 2 practice massage sessions per laboratory class based on the work being taught in class. The student must write "log" notes about these sessions. Each session, including client intake and record keeping, takes approximately 1½ hours. These sessions must be submitted on time for instruc-



tors to review, comment, and record completion in a timely manner.

#### **Professional Sessions**

In Segments 1 and 2, students are required to receive a minimum of two (2) professional sessions from a PMTI graduate or an AMTA or ABMP professional member/practitioner. The content of these sessions is based on the type of work being presented during the term. Four sessions are required in Segment 3. Each session, including a journal report, takes approximately 1½ hours. Journals must be submitted on time and will be reviewed by instructors. Fees for the professional massages are not included in tuition.

#### **Study and Homework**

It is estimated that students enrolled in the 20-month program will spend approximately 15 to 20 hours a week on classes, study and homework each week. A 12-month student will need to invest 30-35 hours a week to complete these requirements. Actual time will vary, depending on individual learning styles and on the scope of material presented each week.

## Program Schedule and Dates: 10-Month Program

Students attend four regular weekly classes. The first class of each day is the Lecture or academic class, and the second class of each day is the Laboratory or practical class. Scheduling is:

- All-day sections: 1 morning class (9:00 am to 1:00 pm) and 1 afternoon class (2:00 to 6:00 pm)

Morning and afternoon classes meet either Monday/Wednesday or Tuesday/Thursday, depending on the start date chosen. Remember, weekend classes, fieldwork and student clinic hours are additional and are scheduled in consultation with the student at the end of the previous segment.

*The internal starting and ending dates of each segment are subject to change as needed to accommodate cancellations due to weather, illness, emergencies and/or holiday variations. Students will be advised of the upcoming calendar for subsequent segments before the current segment ends.*

### Calendar for 10-Month Program

March 2024 start (Monday/Wednesday)	Scheduled Breaks for 10-Month Program:
New Student Day: Saturday, March 23, 2024	May 6-12, 2024
Segment One: Monday, March 25, 2024	June 24 – July 5, 2024
Segment Two: Monday, July 8, 2024	August 19-25, 2024
Segment Three: Monday, October 21, 2024	October 7-18, 2024
Projected Graduation: Sunday, February 2, 2025	November 25 – December 1, 2024
	December 23, 2024 – January 5, 2025
	February 3-7, 2025
	February 9-17, 2025
	March 31 – April 6, 2025
	May 19 – June 1, 2025
	July 4-13, 2025
	September 1-12, 2025
	October 27 – November 2, 2025
	November 24-30, 2025
	December 22, 2025 – January 2, 2026
June 2024 start (Tuesday/Thursday)	Standard Holidays Observed (Administrative Office Closed):
New Student Day: Saturday, July 6, 2024	New Year's Day
Segment One: Tuesday, July 9, 2024	Martin Luther King Jr Day
Segment Two: Tuesday, October 22, 2024	Presidents' Day
Segment Three: Tuesday, February 18, 2025	Memorial Day
Projected Graduation: Sunday, May 18, 2025	Juneteenth
	Independence Day
	Labor Day
	Thanksgiving Day
	Christmas Day
October 2024 start (Tuesday/Thursday)	
New Student Day: Saturday, October 19, 2024	
Segment One: Tuesday, October 22, 2024	
Segment Two: Tuesday, February 18, 2025	
Segment Three: Tuesday, June 3, 2025	
Projected Graduation: Sunday, August 31, 2025	
February 2025 start (Monday/Wednesday)	
New Student Day: Saturday, February 8, 2025	
Segment One: Tuesday, February 18, 2025	
Segment Two: Monday, June 2, 2025	
Segment Three: Monday, September 15, 2025	
Projected Graduation: Sunday, December 21, 2025	

### Weather Policy

In the event of inclement weather, please check our website home page at [www.pmti.org](http://www.pmti.org). PMTI makes independent decisions about closing for weather-related conditions — our priority is the safety of our students and staff. All missed classroom hours will be rescheduled by the Director of Education, considering the instructor and student schedules.

## Program Schedule and Dates: 20-Month Program

Students attend two regular weekly classes. The first class of the week is the Lecture or academic class, and the second class of the week is the Laboratory or practical class. Scheduling options are:

- All-day section: 1 morning class (9:00 am to 1:00 pm) and 1 afternoon class (2:00 to 6:00 pm)
- Evening section: 1 evening class twice weekly (6:00 to 10:00 pm)

Class days vary by segment and space availability. During Segment One, the evening section meets Monday and Thursday. During Segments Two & Three (weeks 25-72), the evening section meets Monday and Thursday, and the All-day section meets Monday. Remember – weekend classes, fieldwork and student clinic hours are additional and are scheduled in consultation with the student at the end of the previous segment. The Director of Admissions will work with incoming candidates to place them in the section that best meets their individual needs.

*The internal starting and ending dates of each segment are subject to change as needed to accommodate cancellations due to weather, illness, emergencies and/or holiday variations. Students will be advised of the upcoming calendar for subsequent segments before the current segment ends.*

## Calendar for 20-Month Program

March 2024 start	Scheduled Breaks for 20-Month Program:
New Student Day: Saturday, March 23, 2024	May 27 - June 2, 2024
Segment One: Monday, March 25, 2024	July 22 -28, 2024
Segment Two: Monday, October 14, 2024	September 23 - October 11, 2024
Segment Three: Monday, May 19, 2025	November 25 – December 1, 2024
Projected Graduation: Sunday, November 16, 2025	December 23, 2024 – January 5, 2025
October 2024 start	March 10-16, 2025
New Student Day: Saturday, October 12, 2024	April 28 – May 16, 2025
Segment One: Monday, October 14, 2024	June 30 - July 6, 2025
Segment Two: Monday, May 19, 2025	September 1-7, 2025
Segment Three: Monday, December 1, 2025	November 17-30, 2025
Projected Graduation: Sunday, June 1, 2026	December 22, 2025 – January 4, 2026
May 2025 start	March 2-8, 2026
New Student Day: Saturday, May 17, 2025	April 27 – May 3, 2026
Segment One: Monday, May 19, 2025	June 15 – July 5, 2026
Segment Two: Monday, December 1, 2025	September 7-13, 2026
Segment Three: Monday, July 6, 2026	November 23-29, 2026
Projected Graduation: Sunday, January 17, 2027	
	<b>Standard Holidays Observed (Administrative Office Closed):</b>
	New Year's Day
	Martin Luther King Jr Day
	Presidents' Day
	Memorial Day
	Juneteenth
	Independence Day
	Labor Day
	Thanksgiving Day
	Christmas Day

## Weather Policy

In the event of inclement weather, please check our website home page at [www.pmti.org](http://www.pmti.org). PMTI makes independent decisions about closing for weather-related conditions — our priority is the safety of our students and staff. All missed classroom hours will be rescheduled by the Director of Education, considering the instructor and student schedules.

## Admissions Process

The Admissions Committee is staffed by the Director of Admissions, the Executive Director and members of the staff and faculty. Its mission is to admit students who show potential to succeed in the curriculum and in a massage therapy career.

It is important that individuals who apply to the program become familiar with massage by receiving bodywork and learning about its techniques and qualities. The Admissions Committee suggests that applicants receive several professional massages and that they consider taking one or more introductory massage or other bodywork-related classes before applying. Practicing nonprofessional massage with friends or loved ones is important.

Potential students should reflect on their reasons for applying to the program, and research whether massage therapy is a profession that fits their skill set and career goals. PMTI conducts information sessions to familiarize prospective students with the Professional Training Program several times a year. Anyone interested in enrolling in the program is strongly encouraged to attend. Please contact PMTI for information session dates and times.

The Admissions Committee uses specific criteria to evaluate each applicant's ability to successfully complete the program. PMTI will give greater consideration to applicants who have explored massage therapy or other health and touch modalities, and who are able to discuss massage therapy with awareness and sensitivity.

Massage therapy training is physically demanding and requires movement, exertion, and mental and emotional focus. Some medical limitations and conditions may preclude participation in this program, and certain conditions may be contraindicated for giving or receiving massage. PMTI reserves the right to determine whether applicants and students have physical, mental or emotional conditions that would interfere with participation in the program. Consult your authorized health care provider or PMTI for further information. PMTI has graduated students who have had visual or hearing impairments and will make reasonable accommodations in accordance with the Americans with Disabilities Act.

Please note: Criminal convictions may affect a student's ability to receive professional credentials. It is the student's responsibility to check the state regulations of any jurisdiction in which they may wish to practice.

*\*If literacy in English is determined to be an issue during the interview process, PMTI will formally assess the applicant's comprehension skills.*

## Application Procedure

To apply for the program, complete an application online via PMTI's web site at [www.pmti.org/apply](http://www.pmti.org/apply) -- or request a copy of the application from the Admissions Department by phone at any time. An application is considered valid when the applicant has accurately and fully completed the application, submitted all required materials, and returned them with the application fee of \$100\*.

*\*This fee is charged to cover the cost of processing the student's application and is in no way related to the cost of or payment of tuition. This application fee shall be refundable if the student chooses not to enroll in the program or if the student withdraws from the program within seven calendar days after signing an Enrollment Agreement.*

The Director of Admissions screens all applications for completeness. The Admissions Committee then reviews applications and invites qualified applicants for personal interviews. PMTI notifies applicants promptly when they have been accepted into the program. Applicants may call to consult with the Director of Admissions at any time during the application process.

## Professional Training Program Requirements

- Applicants must be at least 18 years of age or older
- High school diploma, GED, or college transcript
- Demonstrated literacy in English (see below left\*)
- Physical ability to give and receive massage on a weekly basis (as determined by student's authorized health care provider)

## The Applicant must provide the following required materials:

- Completed Application form, including proof of age
- Education documentation (transcript or GED)
- Written statement of purpose for application
- Two personal references
- Massage Journal describing a recent massage, received as part of the application process from a PMTI graduate or an AMTA or ABMP professional member/practitioner
- Medical/health history form
- Application fee (\$100)

*\*The Applicant must complete a required interview with an Admissions Committee member and be accepted by the full Committee.*

## Suggested Guidelines for Success in the PTP

- 20-month students should have the ability to devote about 20 hours each week to classes and study
- 10-month students should have the ability to devote about 35-40 hours each week to classes and study
- A flexible schedule allowing weekend, day and evening commitments in addition to regular weekly classes
- Necessary financial resources.

## Due Dates

Class sizes are limited and the program sometimes receives applications from more individuals than can be included in a start. Prospective students are encouraged to apply early. Candidates should be prepared to begin the application process at least four weeks prior to the start of the program, to ensure that they have enough time to complete all of the steps involved and, if accepted, to prepare for enrollment.

## Tuition and Financial Information: 10-Month Program

The total cost of tuition payable to PMTI is \$15,900.00. If tuition is financed, \$596.73 is charged as interest at 5% per annum. An additional \$100.00 is paid as an application fee, bringing the total cost of the 10-month program to \$16,596.73. Fees for materials and activities associated with the program are estimated below and were calculated in compliance with the Maryland Higher Education Commission regulations and are subject to change. Tuition fees cover student liability insurance and all classroom resources, including handouts.

The student will incur additional costs for the purchase of necessary books, Supplies, and equipment. The student may purchase required books, Supplies and equipment from PMTI or on the open market\*. Required books, Supplies, equipment and related program costs are estimated as outlined below:

### 1. Textbooks: \$351.00 if purchased individually at PMTI

#### Segment One-

<i>Applied Anatomy &amp; Physiology for Manual Therapists, 2nd Edition, Archer and Nelson</i> .....	\$80.00
<i>Nina McIntosh's The Educated Heart: Professional Boundaries for Massage Therapists &amp; Bodyworkers, 5th Edition, Allen</i> .....	\$36.00
<i>A Massage Therapist's Guide to Pathology, 7th Edition, Werner</i> .....	\$80.00
<i>Discovery: A Handbook of Learning the Theory &amp; Practice of Massage, 2nd Edition, PMTI</i> .....	\$21.00
<i>The Muscular &amp; Skeletal Systems Study Guide</i> .....	\$14.00

#### Segment Two-

<i>Trail Guide to the Body, 6th Edition, Biel</i> .....	\$ 80.00
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#### Segment Three-

<i>The Accidental Business Owner, Bowers</i> .....	\$40.00
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### 2. Massage Table for use outside of school: \$400-\$700 new

### 3. Sheets and Massage Oil: approximately \$100

### 4. Tutoring: \$40 per hour (optional)

### 5. Financing Fee of 5% per annum, or \$596.73.

### 6. Missed or Repeated Clinic Appointments: \$45 each

### 7. Clinic Polo Shirt: \$40-\$45.

### 8. Other fees associated with out of class requirements:

- Eight (8) Outside Professional Sessions: \$50-\$100 per session (2 each in Segments 1 and 2; 4 in Segment Three)
- Fee for Late Return of Massage Chair: \$20/day
- CPR/First Aid Classes: \$80 to \$115

*Note: Following graduation, students will be eligible to sit for the MBLEx for an approximate cost of \$265.00. Licensure fees in the state of MD are currently \$330.00 and are further disclosed on page 30. These costs are subject to change by the applicable jurisdiction and students should monitor the costs for the jurisdiction(s) in which they intend to seek licensure.*

## Tuition Payment Agreement

Tuition for the PTP shall be charged and paid as follows:

1. Application Fee (paid upon application) .....	\$100.00
2. Cost of Tuition .....	\$15,900.00
3. Down Payment due upon Enrollment on or before the first day of class .....	\$1,590.03
4. Unpaid Principal of Cash Price .....	\$14,309.97
5. Annual Percentage Rate .....	5.00%
6. Finance Charge .....	\$596.73
7. Total Contract Price (1+ 2+ 6) .....	\$16,596.73
8. Total of Payments (4+6) .....	\$14,906.70
9. Principal per Monthly Payment .....	\$1,590.00
10. Interest per Monthly Payment .....	\$66.30
11. Monthly Installment Payments .....	\$1,656.30

A tuition down payment in the amount of \$1,590.03 is required. This payment is due upon enrollment, or, on or prior to the first day of class. The down payment represents the student's first installment payments. The down payment amount due shall be reduced by \$50 if the student has already paid a registration fee. Payments 2 through 10 shall be made in 9 equal successive monthly installments in the amount of \$1,656.30 beginning on the 1st day of each month one month following enrollment.

Students may pay at the PMTI front desk in person or by phone, using cash, check, money order, Visa, MasterCard or Discover. An automatic payment option is available to credit cardholders.

All tuition and fees associated with the program must be paid in full prior to the issuance of any final academic transcript, record of attendance and/or certificate of completion.

*\*Non-refundable items include any Supplies removed from PMTI's physical location, or non-essential Supplies that have been ordered by PMTI at the student's request. These items include, but are not limited to, massage tables and stools, textbooks, oils/lotions/creams, sheets, and polo shirt.*

## Financial Assistance

While PMTI does not currently offer in-house financial aid, students who anticipate needing financial Support are encouraged to seek additional sources of funding. PMTI's administration will work with students on a case-by-case basis to assist them in submitting documentation as needed. PMTI students have successfully secured funding from government agencies and personnel departments, such as:

- The Virginia Commission for the Visually Handicapped and the Departments of Rehabilitation Services for the District of Columbia, Maryland and Virginia have approved PMTI for training.
- PMTI is recognized by the Department of Education as an eligible institution for deferring student loans.



## Tuition and Financial Information: 20-Month Program

The total cost of tuition payable to PMTI is \$15,900.00. If tuition is financed, \$1,258.24 is charged as interest at 5% per annum. An additional \$100.00 is paid as an application fee, bringing the total cost of the 20-month program to \$17,258.24. Fees for materials and activities associated with the program are estimated below and were calculated in compliance with the Maryland Higher Education Commission regulations and are subject to change. Tuition fees cover student liability insurance and all classroom resources, including handouts.

The student will incur additional costs for the purchase of necessary books, Supplies, and equipment. The student may purchase required books, Supplies and equipment from PMTI or on the open market\*. Required books, Supplies, equipment and related program costs are estimated as outlined below:

### 1. Textbooks: \$351.00 if purchased individually at PMTI

#### Segment One-

<i>Applied Anatomy &amp; Physiology for Manual Therapists, 2nd Edition, Archer and Nelson</i> .....	\$80.00
<i>Nina McIntosh's The Educated Heart: Professional Boundaries for Massage Therapists &amp; Bodyworkers, 5th Edition, Allen</i> .....	\$36.00
<i>A Massage Therapist's Guide to Pathology, 7th Edition, Werner</i> .....	\$80.00
<i>Discovery: A Handbook of Learning the Theory &amp; Practice of Massage, 2nd Edition, PMTI</i> .....	\$21.00
<i>The Muscular &amp; Skeletal Systems Study Guide</i> .....	\$14.00

#### Segment Two-

<i>Trail Guide to the Body, 6th Edition, Biel</i> .....	\$ 80.00
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#### Segment Three-

<i>The Accidental Business Owner, Bowers</i> .....	\$40.00
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### 2. Massage Table for use outside of school: \$400-\$700 new

### 3. Sheets and Massage Oil: approximately \$100

### 4. Tutoring: \$40 per hour (optional)

### 5. Financing Fee of 5% per annum, or \$596.73.

### 6. Missed or Repeated Clinic Appointments: \$45 each

### 7. Clinic Polo Shirt: \$40-\$45.

### 8. Other fees associated with out of class requirements:

- Eight (8) Outside Professional Sessions: \$50-\$100 per session (2 each in Segments 1 and 2; 4 in Segment Three)
- Fee for Late Return of Massage Chair: \$20/day
- CPR/First Aid Classes: \$80 to \$115

*Note: Following graduation, students will be eligible to sit for the MBLEx for an approximate cost of \$265.00. Licensure fees in the state of MD are currently \$330.00 and are further disclosed on page 30. These costs are subject to change by the applicable jurisdiction and students should monitor the costs for the jurisdiction(s) in which they intend to seek licensure.*

## Tuition Payment Agreement

Tuition for the PTP shall be charged and paid as follows:

1. Application Fee (paid upon application) .....	\$100.00
2. Cost of Tuition .....	\$15,900.00
3. Down Payment due upon Enrollment on or before the first day of class .....	\$795.06
4. Unpaid Principal of Cash Price .....	\$15,104.94
5. Annual Percentage Rate .....	5.00%
6. Finance Charge .....	\$1,258.24
7. Total Contract Price (1+ 2+ 6) .....	\$17,258.24
8. Total of Payments (4+6) .....	\$16,363.18
9. Principal per Monthly Payment .....	\$795.00
10. Interest per Monthly Payment .....	\$66.22
11. Monthly Installment Payments .....	\$861.22

A tuition down payment in the amount of \$795.06 is required. This payment is due upon enrollment, or, on or prior to the first day of class. The down payment represents the student's first installment payment. The down payment amount due shall be reduced by \$50 if the student has already paid a registration fee. Payments 2 through 20 shall be made in 19 equal successive monthly installments in the amount of \$861.22 beginning on the 1st day of each month one month following enrollment.

Students may pay at the PMTI front desk in person or by phone, using cash, check, money order, Visa, MasterCard or Discover. An automatic payment option is available to credit cardholders.

All tuition and fees associated with the program must be paid in full prior to the issuance of any final academic transcript, record of attendance and/or certificate of completion.

*\*Non-refundable items include any Supplies removed from PMTI's physical location, or non-essential Supplies that have been ordered by PMTI at the student's request. These items include, but are not limited to, massage tables and stools, textbooks, oils/lotions/creams, sheets, and polo shirt.*

## Financial Assistance

While PMTI does not currently offer in-house financial aid, students who anticipate needing financial Support are encouraged to seek additional sources of funding. PMTI's administration will work with students on a case-by-case basis to assist them in submitting documentation as needed. PMTI students have successfully secured funding from government agencies and personnel departments, such as:

- The Virginia Commission for the Visually Handicapped and the Departments of Rehabilitation Services for the District of Columbia, Maryland and Virginia have approved PMTI for training.
- PMTI is recognized by the Department of Education as an eligible institution for deferring student loans.



### Program Withdrawal and Refund Policy

Students have the right to withdraw from the PTP thereby canceling their Enrollment Agreement. If a student chooses not to enroll in, or to withdraw from PMTI within seven (7) calendar days after signing an Enrollment Agreement, all payments made by the student or on behalf of the student will be refunded; if after the seven-day cancellation period, PMTI will retain both the application and registration fees.

A refund due to a student shall be based on the date of withdrawal or termination and paid within 60 days from the date of withdrawal or termination. The official date of withdrawal or termination of enrollment shall be the student's last day in class as determined by PMTI's attendance records and documented by PMTI accordingly.

Any student withdrawing from the program prior to completion may receive a partial transcript and attendance records as soon as all monetary obligations are satisfied. Additional transcripts may be requested in writing, via email or by phone for a fee of \$15 each.

If the student chooses to withdraw from the program at any point in time after the seven-day cancellation period, the refund policy below will be followed. Any and all refunds shall be based on the total contract price for the program and shall be paid net of any charges for books, Supplies or equipment charged to the student's account, as well as any accrued late fees for tuition, delinquent assignments or tutoring. Any interest due will be charged on a per diem basis. The minimum tuition refund that the school shall pay a student who withdraws or is dismissed following the seven-day cancellation period, is as follows:

Proportion of program taught prior to date of withdrawal based on an average of 252 hours per segment.

<u>Program taught</u>	<u>Tuition refund</u>
Less than 10%	90% refund
10% up to but not including 20%	80% refund
20% up to but not including 30%	60% refund
30% up to but not including 40%	40% refund
40% up to 50%	20% refund
More than 50%	No refund

If PMTI cancels a class, segment, or section for any reason the student may request and shall receive a refund of deposits, fees and/or tuition paid. If any segment of the PTP is canceled, the students' obligations pursuant to the enrollment agreement shall be canceled as well. Should PMTI's PTP be discontinued, the school shall refund to any currently enrolled student any monies paid by the student for tuition or fees. Such a refund shall be made in lieu of any clock hours the student may choose not to retain.

### Delinquency or Default

All payments shall be due by the 1st day of each month, and all payments shall be considered delinquent on or after the 11th day of each month. A \$25 late charge shall be added to any payment made later than 10 days from the due date. Checks returned by the bank for insufficient funds incur a \$35 fee. Declined automatic payments are subject to a \$15 service charge.

Any student carrying a balance in excess of two installment payments is subject to dismissal from the PTP. PMTI may elect to place the student on probation. If the balance due is not paid within 30 days from the onset of the probation period, the student may be subject to dismissal. PMTI may declare the balance due and payable, along with all costs of collection including cost of suit and 15% of the amount in default as an attorney's fee. Delinquent payments will first be pursued by office staff and may be turned over to a collection agent.

***Pursuant to regulations adhered to by the Maryland Higher Education Commission (MHEC), PMTI and/or its successors or assigns are subject to all claims and defenses which the debtor could assert against the seller of goods or services obtained pursuant thereto or with the proceeds hereof. Recovery hereunder by the debtor shall not exceed amounts paid by the debtor hereunder. Additionally, mandatory fees charged by PMTI shall be requested by the school and approved by the Secretary prior to implementation.***

### Program Performance

Students and prospective students may obtain from the Maryland Higher Education Commission ([www.mhec.state.md.us](http://www.mhec.state.md.us)) information regarding the performance of PMTI's Professional Training Program -- such as enrollment, completion and placement rates, and pass rates on licensing exams.



## Enrollment Policies and Procedures

### Segment One

PMTI notifies applicants in writing and by telephone after the Admissions Committee makes its decisions. Accepted applicants will receive an Enrollment Agreement and a Medical Authorization form. A space in class is not guaranteed until the student returns the Enrollment Agreement with a minimum \$50.00 registration fee.

### Enrollment Agreement

The Enrollment Agreement is a contract between the school and the student and covers a student's continuous enrollment in the Professional Training Program. To register for class and reserve a place, the Agreement must be completed and returned to the Institute with a \$50 registration fee to be credited toward tuition, or the required tuition down payment described on pages 15 and 16. A space in the program is not guaranteed until PMTI receives the student's Enrollment Agreement with a minimum \$50 registration fee. Should the student choose to withdraw from the PTP for any reason, this registration fee, as well as the application fee and any tuition paid by the student shall be fully refundable in the first seven (7) calendar days after signing an Enrollment Agreement.

### Medical Authorization

Students must have an authorized health care provider complete and return the Medical Authorization Form to notify PMTI of any contraindications or limitations the student may have to giving and receiving massage on a weekly basis. The completed form must be returned to PMTI before the first class.

### Mental and Physical Health Responsibility

Physical injury from receiving massage is rare. Complications can arise when massage therapy is contraindicated for specific medical or psychological conditions. It is essential that students inform PMTI of any conditions they have or develop, both prior to and during their enrollment. If there is any question about a medical or psychological condition, it is the student's responsibility to seek advice from an authorized health care provider, and to inform PMTI in writing immediately of pertinent conditions, treatments, and contraindications. PMTI reserves the right to question a student's ability to benefit from or proceed in the program, and to require mental or physical evaluation from an outside professional. Through this process of consultation and advisement, it may be determined that special considerations must be used, or that it would be medically inadvisable to undertake or continue a course in massage therapy.

### Photographs

Students will be asked to provide PMTI with a digital picture for their file; to facilitate this process, photographs will be taken as part of the registration process on New Student Day at the start of Segment One.

### Segments Two & Three

In order to continue for Segments Two and/or Three in the specific section (mornings, all day, or evenings) in which previously enrolled, students must submit a continuation form (due two weeks prior to the start date of the upcoming segment). Students must be current with tuition in order to register for the next segment.

Students who wish to switch to a different section for an upcoming segment should notify PMTI's Dean of Students and the Registrar in writing or via email. Accommodation will be made according to availability.

### Transfer Students & Testing In

Students who wish to test in or transfer into PMTI from other schools, candidates must first apply to the program. After the potential student has been accepted to PMTI, the Director of Education will evaluate the transcripts of the incoming student, along with course objectives and hours of the program content previously completed. Because of differences in course structure and content between massage therapy schools, transferring hours of training to PMTI requires individual evaluation by the Director of Education. Hours and course objectives will be carefully matched to PMTI's curriculum; when matching, credit will be granted. Part of this evaluation may include placement exams and/or skills assessment by a senior instructor (charged at \$40/hour). PMTI does not guarantee that all previous training hours will be accepted for transfer credit.



## Program Requirements and Policies

### Attendance

Attendance in each class and each course is essential due to the nature of PMTI's hands-on learning process. All of the elements of content, interaction, demonstration and practice within the program are important to the student's overall experience and success.

Regular and prompt attendance is a key to success, but a 10% cumulative absence tolerance in each segment is provided for unexpected emergency situations and illness. This amounts to a minimum 90% attendance rate. Tardiness is considered a form of absence. Students who arrive late to class or leave early will have time missed recorded (in 15-minute increments) as a partial absence. In all clinic and fieldwork classes, 100% attendance is required and only 10% of these hours will be permitted to be rescheduled without probation. When a student reaches a threshold of 10% in rescheduled hours in clinic and fieldwork or is absent for 10% of any other course's total hours, they are put on probation and will be dismissed if absence exceeds 10%.

In the event a student misses scheduled clinic or fieldwork hours, they are required to contact the clinic or fieldwork manager within one week of the absence to reschedule the hours missed. All clinic and fieldwork hours missed and subsequently rescheduled should be completed by the student prior to the end of each segment, if clinic and fieldwork have available openings; otherwise, the student will be permitted to make up the missed sessions in the following segment. Regardless of absence tolerance levels, students are responsible for obtaining missed class work, notes, and handouts, and for completing all required tests in a timely manner. If at any time a student has attended less than 90% of the elapsed hours, the student will be placed on probation. (Absence tolerances for every course are shown in an Addendum to this catalog.) The probation period will last until the beginning of the next segment, by which time attendance requirements must be brought within tolerance through tutoring. If a student fails to meet these minimum attendance standards, they will be dismissed. Attendance is monitored by instructors in each class and students are informed of any attendance deficiencies on a weekly basis. Formal student attendance reports are prepared by the Registrar and reported to the student at the midpoint and completion of each segment, or at other times based on any student's reasonable request.

If a student is unable to attend a class or course, and the absence results in a violation of the 90% attendance requirement, the student is immediately required to meet with the Dean of Students, the Director of Education and their assigned Lead Instructor to determine the student's

requirements for completing the class or course. Opportunities for making up missed classes and courses within any segment of the program are dependent on whether the classes or courses missed are scheduled to occur again within the segment in question. When courses cannot be made up during the current segment, students will be able to attend missed classes or courses during the subsequent segment of the program.

Instructors are available to review missed content from lecture classes and/or practical assignments. Clinic and Fieldwork are scheduled in a manner that provides students with ample opportunities to make up for absences.

### Grading

Final numeric grades (scale of 0 to 100%) or grades of pass/ fail/incomplete are given in each course. In courses where final grades are given (see Addendum), students must receive a minimum of 75%. Course syllabi are distributed on the first day of each segment. Syllabi are presented within a comprehensive overview of the segment, entitled the "Everyday Packet." Students are responsible for becoming familiar with the content of this packet. Final grades are based on homework assignments, written reports and/or exams.

All grades are placed in the student's file. Records of academic achievement are prepared by the Registrar and reported to the student at the midpoint and completion of each segment. At the end of each segment, students are notified of final grades by email or regular mail. To proceed to the next segment in the Professional Training Program, academic and practical requirements of the student's current segment must be completed with a satisfactory grade and demonstration of competency for that segment of education.

### Policy for Attendance, Late Assignments, and Incomplete or Failed Coursework

PMTI's policy for progressing and graduating is based on the student's ability to demonstrate competency in required elements of each course. All coursework is due on the date assigned by the instructor or in the syllabus and is mandatory. Instructor requirements regarding deadlines may vary. Students are responsible for understanding each instructor's expectations at the beginning of the course. Students must plan in advance if any assignment will be submitted late.

A student must submit a written request to their instructor prior to the end of the course requesting an incomplete in the class. Students who do not submit a written request for an incomplete in the course will receive a failing grade for the entire course. Students have until

the start of the next segment to complete coursework; else the incomplete becomes a failure, and the course must be repeated.

If the Director of Education and the Registrar determine that due to a student's grade point average or excessive absences from class it is no longer viable for the student to make up the classes in order to successfully complete the segment or graduate from the PTP, PMTI shall notify the student in writing of the student's dismissal from the PTP with an effective date of no less than seven (7) days from the notice of dismissal. The student shall have an opportunity to discuss their dismissal with the Director of Education and the Dean of Students within seven (7) days of being notified in writing of the student's dismissal. The student's dismissal shall become effective following this seven (7) day period unless PMTI reverses its decision based on discussions with and information provided by the student.

### **Graduation Requirements**

To graduate from the Professional Training Program and receive a Certificate of Completion, students are required to:

- *Achieve a minimum cumulative score of 75% in any lecture course that has a numerical grading standard;*
- *Achieve a "Pass" on all other lecture and laboratory classes including skills assessment;*
- *Attend at least 90% class hours within each segment;*
- *Attend 100% of all clinic and fieldwork hours at a minimum attendance rate of 90% with no more than 10% of the student's originally scheduled clock hours to be missed and made up;*
- *Hold a current certification in CPR and First Aid (at least 3 hours each in hands-on courses using American Red Cross or American Heart Association curricula) at the time of graduation (to be obtained outside of the PTP by the student at her or his expense); and*
- *Be paid in full.*

Students who are scheduled to graduate and have not fulfilled all of the required coursework with a satisfactory grade may not be able to participate in graduation, and will not receive a certificate, or obtain completed transcripts until all course work has been completed. It is the student's responsibility to complete all required coursework by the agreed upon deadline or within 180 days, whichever occurs first.

### **Student Records**

PMTI guarantees the right of students to have access to their files. All grades, records and academic documents

are placed in the student's file on a regular basis (every seven weeks). Other documents may be included, with student knowledge. Students are entitled to their transcripts when all academic, administrative, and financial requirements are met. Official transcripts of coursework are given to graduates two weeks after graduation and will be permanently maintained by the school. One official and one unofficial transcript are provided to graduates free of charge; additional transcripts may be requested in writing, via email or by phone for a fee of \$15 each. Student records are considered confidential and will not be distributed to a third party without a written release from the student. All student transcripts and related attendance records and information will be kept as long as the school exists and can be obtained by contacting the Registrar at PMTI in writing, via email or by phone.

Students may view their student record during normal PMTI office hours. To view their file, a student needs to make a verbal or written request to the Registrar. Reasonable accommodation will be made for private viewing.

### **Leave of Absence – 10 Month Program**

Students may request a leave of absence (LOA) in writing to the Dean of Students or the Executive Director, but this absence is limited to 90 cumulative days. The Student's Enrollment Agreement will be amended to reflect a revised completion date. All other terms of the Enrollment Agreement shall remain unchanged. If a student fails to return to training by the end of the LOA, a refund due to the student shall be based on the date of withdrawal or termination and paid within 60 days of the last scheduled day of the LOA. Any student requiring a period of leave longer than 90 days is formally dismissed from the program. A student returning to the program after more than a 3-month period will be required to repeat the final exams relevant to the last segment of the program attended in order to demonstrate proficiency and readiness to proceed into the following segment.

### **Leave of Absence – 20 Month Program**

Students may request a leave of absence (LOA) in writing to the Dean of Students or Director of Education, but this absence is limited to 180 cumulative days. The Student's Enrollment Agreement will be amended to reflect a revised completion date. All other terms of the Enrollment Agreement shall remain unchanged. If a student fails to return to training by the end of the LOA, a refund due the student shall be based on the date of withdrawal or termination and paid within 60 days of the last scheduled day of the LOA. Any student requiring a period of leave longer than 180 days is formally dismissed from

the program. A student returning to the program after more than a 6-month period will be required to repeat the final exams relevant for the last segment of the program attended to demonstrate proficiency and readiness to proceed into the following segment.

### **Continuation and Completion Policy**

The student must reapply and be reaccepted by PMTI, and their enrollment shall be subject to any change in enrollment policies or tuition rates. A \$50 registration fee, to be applied to tuition, is due at time of enrollment. All outstanding tuition and fees due must be paid in full before a student will be accepted to return to the program. Additionally, all tuition and fees due must be paid before any withdrawing student receives a partial transcript or attendance record. Otherwise, credit for prior courses taken in the PTP will not be recognized by PMTI.



## **Student Support**

### **Resolution of Issues and Grievance Procedures**

Students who have concerns or questions regarding their educational experience at PMTI need to address them with their instructor. If concerns cannot be resolved with the instructor, the student should address their concerns or questions to the Dean of Students or Director of Education.

Any student wishing to appeal a disciplinary action may do so in writing within two (2) weeks of the notice. Appeals need to be addressed to the Executive Director, who will convene a review committee, which will review the case and make a recommendation of final status to the Executive Director. The review committee will

consist of approximately three (3) members who have limited or no prior knowledge of the disciplinary action that was taken. If a complaint cannot be resolved using PMTI's process, a student may contact COMTA or any of the state agencies below to file a complaint. Procedures are available to students on request.

**Commission on Massage Therapy Accreditation** (202) 888-6790  
900 Commonwealth Pl., Suites 200-331, Virginia Beach, VA 23464

**Maryland Higher Education Commission** (410) 767-3300  
6 N. Liberty St., 10th Floor, Baltimore, MD 21202

**Maryland Office of the Attorney General** (410) 528-8662

**Consumer Affairs**, 200 St. Paul Place, Baltimore, MD 21202

**Maryland State Board of Massage Therapy Examiners**  
4201 Patterson Ave., Suite 301, Baltimore, MD 21202; (410) 764-4738

### **Tutoring**

An instructor may recommend that a student receive tutoring if there is unsatisfactory progress in academic and/or practical skills. Students, at their own expense, can arrange for private tutoring with a PMTI instructor for \$40 per hour.

## **Student Conduct**

### **Standards of Conduct**

Students are expected to demonstrate a commitment to the educational process by being in class on time and by keeping up with the class assignments. Students need to be attentive in class and should not behave in any way that disturbs the learning process. Lewd or lascivious conduct is grounds for immediate dismissal from the program. Inappropriate interactions and behavior, dishonesty, plagiarism, violence and violation of PMTI's written policies will not be tolerated and can result in probation, suspension and dismissal.

### **Professional Ethics**

PMTI Supports the American Massage Therapy Association's Code of Ethics and the National Certification Board for Therapeutic Massage and Bodywork Standards of Practice. Accordingly, students are expected to always represent themselves as "students in basic massage therapy training" until they graduate. Under no circumstances may students charge a fee or accept payment or gifts for any massage work performed. Students who do not abide by these policies not only disregard school policy, but also violate massage laws in DC, Maryland, and Virginia. PMTI reserves the right to suspend and/or dismiss a student who disregards these school policies. Sexual massage, or massage which is promoted with sexual overtones, is also grounds for dismissal.



### Grooming and Dress Code

Students must be clean and well-groomed with short fingernails while attending classes. Students are required to wear a PMTI polo shirt with loose-fitting, well-kept slacks or skirt and appropriate undergarments for all Fieldwork and Clinic assignments, whether filling a requirement or working extra time. Students may wear jeans for Clinic, so long as they are neat, hemmed to an appropriate length, neither too loose nor too tight, with no holes or frayed areas. Those who do not meet these dress code or grooming requirements will be suspended from classroom, Fieldwork or Clinic activities until the condition is remedied.

### Disciplinary Policies

PMTI tries to resolve student concerns and problems early and informally. Therefore, a student may receive a Student Status Notice and may be required to confer with the instructor and/or Student Services when grades, attire/grooming, conduct, attendance and/or payment of fees, become a problem.

PMTI reserves the right to place on probation, suspend or dismiss any student enrolled in the program. Any student against whom disciplinary action is taken will be notified in writing and must meet with the instructor and/or Dean of Students to discuss the reasons and circumstances for the action.

Under probation, a student continues in the program until the beginning of the next segment under specified conditions, and is monitored by the instructor, the Dean of Students, and the Executive Director. Grounds for probation include non-payment of fees; unsatisfactory progress or performance in lecture or laboratory classes, repeated absence and attendance problems; non-participation; distracting or unprofessional behavior; noncooperation or inattention in class, clinic or fieldwork; inappropriate grooming, attire or personal habits; or failure to comply with required activities set forth in a Student Status Notice.

A student who is suspended is automatically removed from class for a period of time (case dependent) and may return only after fulfilling stated conditions. Grounds for suspension include unprofessional conduct or dress in class or school-related activities; absences more than 10%; nonpayment of tuition or fees; incomplete paperwork for enrollment in the program; or blatant disregard of PMTI's Respect for the School Community (see Addendum). Absences while a student is suspended will be recorded in the student's attendance record.

In each case, specific corrective measures to be made by the student to return to a non-disciplinary status and the length of time of any suspension will be determined by the instructor and Dean of Students, in consultation with the Director of Education and Executive Director. Students will be informed of these decisions in writing. If a student is suspended for more than 180 days, the student will be withdrawn from the program and refunded and must reapply.

Failure to complete the requirements of probation will result in suspension; failure to complete the requirements for suspension will result in dismissal. Additional grounds for immediate dismissal include charging fees for class-related work; misrepresentation of student status; sexual misconduct; giving or receiving massage while infectious or under the influence of illegal drugs/alcohol; blatant and deliberate plagiarism or violating the AMTA's Professional Code of Ethics (see Addendum). A student who is dismissed for any of these reasons is automatically withdrawn from the program and may reapply to the program after a minimum of one year.

### Non-Discrimination Policy

PMTI actively seeks to cultivate a diverse community among its students, faculty, staff and community. PMTI does not discriminate based on race, color, gender identification, age, sexual orientation, religion, national or ethnic origin or disability. PMTI adheres to all federal, state and local laws and regulations in the administration of its educational policies, admissions policies, hiring policies or any school-administered programs. PMTI is an equal opportunity employer and educational institution.





## PMTI Administrative Staff and Faculty

### Ethan Ableman

#### *Intern Segment 3 Practical*

Ethan was a member of the final PMTI class that graduated before the pandemic in early 2020. After a long hiatus, they are excited to be back at PMTI interning for the Segment 3 Practical class! While not doing bodywork, you can find Ethan birding, social dancing, and working downtown helping state governments manage their federal funds.

### Joyce Adams

#### *Lead Instructor Segment 3 Nutrition*

Joyce is a 2019 graduate of Maryland University of Integrative Health, and has a Master of Science in Nutrition and Integrative Health. She completed her Clinical Nutrition internship at Mary's Center, a community healthcare organization based in Washington, DC. She holds a Certified Nutrition Specialist (CNS) credential from the Board for Certification of Nutrition Specialists and is licensed by the Maryland State Board of Dietetic Practice as a Licensed Dietitian-Nutritionist (LDN). In addition to her nutrition education and training, Joyce holds a Master of Science in Healthcare Administration from University of Maryland, University College (currently University of Maryland Global Campus) and a Bachelor of Business Administration from The George Washington University. Prior to transitioning into the health and wellness field, Joyce worked in healthcare compliance for Kaiser Permanente and medical professional risk management for MedStar Health. She currently works as the Wellness Program Director for Single Adult Housing at So Others Might Eat (SOME).

### Alison Babil, LMT, GCFP®

#### *Lead Instructor Segments 1&2 Eastern Energy*

A 2004 PMTI graduate, Alison teaches the Introduction to Energy Systems and Eastern Energy Systems. In addition to massage therapy, Alison is a Guild Certified Feldenkrais Practitioner®, is certified in Soul Lightening Acupressure, has extensive training in Alchemical Alignment: Bodywork for Trauma Resolution and Embodiment of Spirit, and is a Reiki Master-Teacher. She has also achieved certifications in pregnancy massage, massage for whiplash, and massage for severe headaches and migraines. Alison enjoys meditating, swimming, and spending time in nature with her dog and loved ones.

### Damien Baker, DC

#### *Lead Instructor Segment 1 Academic*

Damien Graduated University of Maryland College Park 1994 with a BS in Anatomy and Physiology. He then went on to graduate school to pursue a career in health-

care, graduating with an additional BS degree in Human Biology and a Doctorate in Chiropractic Medicine. Prior to working with PMTI, Damien has taught at universities, community colleges and career training schools throughout Chicago, Pittsburgh, and Washington DC.

### Saya Barkdoll, RMT

#### *Lead Instructor Segment 3 Practical*

Saya graduated from PMTI in 2000 and has been practicing ever since. Her passion and love for massage therapy has grown more every passing year. She has continued to add to her practice with prenatal massage, trigger-point therapy, deep tissue massage, isolated stretching techniques and more. She feels passionate that massage therapy is not just a treat but a necessity for everybody! She has seen the incredible outcome with so many including her own daughter and she knows, first hand, the power of massage.

### Linda Baron, LMT

#### *Dean of Student Services*

#### *Alumni Services Coordinator*

#### *Clinic Instructor*

Linda graduated from PMTI in 2020. Since graduation she has assisted with the Heart of Touch class, currently assists in the Segment One practical class and serves as an Instructor with the Student Clinic. Linda is licensed in DC and Maryland and currently works at a wellness spa. She studied and practiced bodywork for many years before coming to PMTI and is a certified Phoenix Rising yoga teacher, therapist, group facilitator and therapeutic life mentor. She also has extensive training and experience in Thai massage. In her previous career, she was a mediator, group facilitator, coach, mentor and trainer in a variety of court, community, and workplace conflict resolution programs, including fourteen years during which she deployed to Federal disasters to provide conflict resolution services to employees in disaster field offices. When not practicing body work or teaching yoga, Linda enjoys biking, gardening, and vegan cooking.

### Rachel Barth, LMT

#### *Teaching Assistant Segment 2 Practical*

Rachel has been a practicing LMT since 2007. She was drawn to the intricacies of Deep Tissue and it has been her primary focus throughout her career. Rachel also has Level 3 Thai Traditional Massage certification. Rachel draws on her Buddhist faith as well as the principles of yogic philosophy as underpinnings for her practice. Although Deep Tissue may seem quite technical at the outset, Rachel has found that the work is more effective and more profound within a spiritual framework.

**Gaia Baytop, LMT***Clinic Instructor*

Gaia has a Bachelor's degree in Biology from Bucknell University and is a licensed teacher in the District of Columbia where she currently teaches Science full-time at the Lab School of Washington. She graduated from PMTI in 1999 and taught here as an Intern, Assistant and Lead Instructor for 9 years. She returned in 2023 as a Lead Academic Instructor in Segment 2 and Clinic Instructor. Gaia has certifications in Orthopedic Massage, Connective Tissue Massage, Infant Massage and is a Reiki Master. She has a private practice in Silver Spring, MD.

**Clio Berney, LMT***Lead Instructor Segment 2 Practical**CPR & First Aid**Reception**Clinic Instructor*

Clio joined our instructional team upon graduating in 2012. She is certified in Myofascial Release Technique, Pregnancy Massage, Active Isolated Stretching, Manual Lymph Drainage and Biodynamic Craniosacral Therapy. Currently she teaches in Segments 1, 2 and 3, and leads PMTI's CPR and First Aid Continuing Education classes.

**Sean Brevard, LMT***Intern Segment 1 Academic*

Graduating from PMTI in 2021, Sean expanded his knowledge by undertaking Mat Pilates training in September 2022, followed by comprehensive Pilates apparatus training in January 2023. He is currently a Massage Therapist and Pilates Instructor in Washington, DC. Sean is dedicated to helping his clients create a positive and nurturing relationship with their bodies.

**Jean Briggs, LMT***Lead Instructor Segment 3 Integrative Healthcare  
Segments 1 and 2 Spa & Hydrotherapy*

Jean is a Licensed Massage Therapist and Massage Educator working in Washington D.C. She has supported the community of PMTI in many capacities since her graduation in 2005 to include formerly serving on the Board of Directors and assistant teaching in the professional training program. Currently she offers Integrated Health Care Concepts and Spa and Hydrotherapy as courses which offer key elements for the growth, care of self, and success of our future massage therapists. Jean's enthusiasm for massage therapy and delight with her educational collaborations has kept her interest ongoing for cultivating the best possible experience for all involved.

**Angilique Campbell, LMT***Teaching Assistant Segment 1 Practical*

Angilique graduated from PMTI in 2022 and is a Teaching Assistant for Segment One practical class. She is certified in Prenatal and Postnatal Massage, Integrative Reflexology, and Reiki. She works in the graduate clinic and has assisted in the Heart of Touch workshop. Angilique has over 20 years of teaching experience in the health and wellness industry, with a focus on private and semi-private classical Pilates and yoga instruction, in-person, online, and on retreats.

**Shannon Cannedy, LMT***Continuing Education and Workshops Coordinator  
Clinic Instructor*

After graduating from PMTI in 2005, Shannon stayed on by working as a practitioner in the PMTI Graduate Clinic until 2008. When she started her own private practice in 2011, she began working in conjunction with an acupuncture clinic, taking on clients with sensitive health issues, which lead her to add Oncology Massage and Manual Lymph Drainage. She continued her education by studying Pregnancy Massage, Ayurveda, and Shiatsu techniques. Most recently, she has become a Reiki practitioner.

**Russell Carollo, LMT***Teaching Assistant Segment 2 Practical*

Russell graduated from PMTI in March 2023, and shortly after began practicing massage in PMTI's graduate clinic as well as assisted stretching at Massage Envy. He plans to continue his education in several modalities that caught his interest while in the program such as sports massage, Trager®, Myofascial work, and Neuromuscular Therapy. Before entering the world of bodywork, Russell spent much of his life as a freelance bass player around the Maryland and D.C. area, and he brings the same passion and curiosity he has for music to his massage therapy practice.

**Jon Coventry, LMT***Teaching Assistant Segment 1 Academic*

Jon is a 2023 PMTI graduate and DC licensed massage therapist with a BA in Biology from Skidmore College. Along with assisting Segment I Academic classes, he currently works as a practitioner in PMTI's Graduate Clinic. Jon hopes to further his education and pursue massage therapy in a clinical setting with a focus in care for LGBTQ+ clients. Outside of bodywork, he enjoys making digital art, storytelling, acting, and overall flexing his creative muscles.

**Molly Farwell, LMT***Lead Instructor Segment 3 Business Practices*

Molly is a full-time MT and cooperative business owner in Baltimore, MD. She graduated from PMTI in 2017, transitioning out of a paralegal career in immigration law. It was her time working with immigrants that prompted her to pursue a career in trauma-healing bodywork and equitable business ownership. Her bodywork training includes over 500 hours of post-licensing education in biodynamic craniosacral therapy and Alchemical Alignment. Outside of work, Molly is a mother, a yogi, and an avid zero-waster. She is also a 3-yr member and the of the AMTA Maryland chapter board, where she serves as Financial Administrator. Molly teaches the business practices class with an emphasis on ethical and sustainable business practices and policies.

**Jen Float, LMT***Lead Instructor Segment 1 Practical*

A PMTI graduate in 2013, Jen holds a B.S. in psychology and a Master's degree in special education from the University of Maryland, College Park. She taught special education for 6 years. Jen maintains a private massage practice in Laurel, Maryland. She is also certified in pregnancy and postpartum massage, fertility and hot stone massage. Jen started on the instructional team in 2014 and has been a lead instructor starting in 2017. She currently teaches the segment one practical class.

**Tamera Gelman***Executive Director**Admissions Management*

Tam attended Middle Tennessee State University and enjoyed a long-term career as a commercial mortgage banker and broker prior to becoming a massage therapist. Since graduating from PMTI in 2002, Tam has been an instructor and administrator for the school. Tam first volunteered as PMTI's real estate consultant in 2002 to help orchestrate the school's relocation to Wisconsin Avenue in DC, and she has served in this same role in relocating PMTI to Silver Spring. Joining the Board of

Directors in 2003, Tam has twice served as Board Treasurer and as the Board's Co-Chair. Tam served as the school's Acting Co-Director on two occasions before assuming her current position in 2011.

**Joanne Goodwin, LMT***Clinic Instructor*

Joanne graduated from PMTI in 2011 and has been a licensed massage therapist ever since, licensed in both Maryland and Virginia. She has practiced Swedish, deep tissue, and oncology massage as well as Reiki, and is currently studying Biodynamic Craniosacral Therapy. Ms. Goodwin has worked as a teaching assistant and lead instructor in PMTI's professional training program, and has taught in SIPs and in the student clinic.

**Lorie Gumbs-Tyler, ND, CNS***Lead Instructor Segment 1 Academic**Segment 3 Case Report*

Dr. Lorie Gumbs-Tyler is a licensed naturopathic doctor, certified nutrition specialist, and craniosacral therapy practitioner. She earned her Doctorate in Naturopathic Medicine from the University of Bridgeport and holds a Bachelor of Arts degree in Comparative Studies in Race and Ethnicity from Stanford University with a concentration in Community Health. She received training in craniosacral therapy, somatoemotional release, advanced topics of craniosacral applications for pregnancy & childbirth, pediatrics, and working with chronic depletion through the Upledger Institute. Her approach is empowerment-based, helping people to restore balance and reach a level of sustained wellness. Her process is holistic, addressing the connection between one's mental, emotional, physical and spiritual wellbeing. Her unique integration of whole-system analysis with individual needs provides effective personalized medicine. She has over 25 years of combined teaching experience from elementary to postsecondary levels, including private tutor, youth development and after school coordinator, non-credit adult education program coordinator and instructor, curriculum and workshop developer, as well as adjunct instructor for graduate level acupuncture, integrative medicine, and nutrition courses.

**Nicole Harvey, LMT***Teaching Assistant Segment 1 Practical*

Nicole is a native Washingtonian and has a BA from Howard University. She received her massage training at PMTI, and trained in a myriad of bodywork and energetic modalities such as Integrative Reflexology, Reiki III, and Muscle Release Technique. Nicole has been a licensed massage therapist since 2005, working mainly in spas, offices and in private practice. In addition to her work

at PMTI, she has a private practice that is seeking to expand by working with groups of people in non-profit organizations, elder care facilities and other types of team oriented work environments.

**Ellen Jarvis**

*Lead Instructor Segment 1 Practical*

*Teaching Assistant Segment 2 Academic*

*Coordinator Segment 3 Business Practices*

*Clinic Instructor*

After graduating PMTI, Ellen stayed on as a therapist in the Graduate clinic and as an intern/Teacher's Assistant the Professional Training Program. She has been a TA in segment 1 Swedish/Intro to Deep Tissue and Segment 2 Deep Tissue, as well as a Student Clinic Supervisor. She also holds a BFA in Stage Management from University of North Carolina School of the Arts and works with children and adults with developmental disabilities.

**Diane Kendall**

*Front Desk Management, Reception*

Diane is PMTI's Senior Receptionist. She spent 35 years at the Jewish Community Center in Rockville, working in several different departments. She retired in 2012 to focus on family for a while, and then embarked on a new career in working with animals. Diane joined the Roos-2-U family in 2016 and enjoyed caring for kangaroos, wallabies, emus and other exotic animals. In 2017, she was encouraged to come to PMTI where she enjoys interacting with students, staff and faculty.

**Peter Langsdorf, LMT**

*Lead Instructor Segment 1*

*Medical Terminology & Soap Charting*

Peter is an LMT specializing in Swedish, Deep Tissue, and Neuromuscular Therapy (Trigger Point) techniques. He has spent time as an intern, teaching assistant, and instructor in numerous parts of the programs: Segment One practical and academic, Segment Three practical and case report projects, Medical Terminology, and SOAP Charting. Peter works full time as a massage therapist in Northern Virginia following a career in federal recordkeeping and litigation support.

**Andre Lee, LMT**

*Lead Instructor Segment 2 Academic*

A PMTI graduate from the class of 2020, Andre has been joyfully practicing in the different fields of physical health for over 20 years. Andre uses his experiences and expertise to practice client focused exercise and exercise therapy, physical therapy, integrative manual therapy, massage therapy and other therapeutic approaches to improve the physical and individual health of clients and

patients alike. As of 2023, his staff experience has been supporting students at SIPS, as a teacher assistant for Segment One Anatomy and Physiology, and Stretching II class coordinator. Andre thinks PMTI is a place where people can grow into the students that they want to learn as, and grow into the professionals they want to practice as.

**Mary Maruca, LMT**

*Lead Instructor Segment 3*

*Intro to Biodynamic Cranial & Myofascial Release*

Mary manages multiple jobs simultaneously – a writer and editor for the Department of the Interior, a published freelance writer, and a practicing Massage Therapist/Biodynamic Craniosacral Therapist. In addition, she has taught yoga and freshman English. Mary graduated from PMTI in 2011, and has extended her knowledge by studying a wide range of modalities such as Myofascial Release, Assisted Isolated Stretching, Cupping, Biodynamic Facial Rejuvenation, Visceral Manipulation, Neuro-Energetic Therapy, and Energy Kinesiology. Most recently she was approved to teach Biodynamic Craniosacral Therapy by the BCST Association of North America. As a writer, Mary holds a Masters Degree in Literature from the University of Maryland, and has authored multiple children's books based on natural history for Western National Parks and Monuments Association in Arizona.

**Brittney Nickens**

*Intern Segment 3 Practical*

Brittany is a highly skilled and dedicated massage therapist who has a passion for lymphatic drainage and body contouring treatments. Known for her gentle and effective touch, Brittany creates a serene and comforting environment for her clients. She takes time to address individual concerns and goals, tailoring each treatment to address specific needs. Her compassionate nature and attentive approach fosters a sense of trust and ensures a positive experience.

**Michael Oliwa**

*Marketing Director*

*IT Manager*

Michael started as an assistant in his father's photography studio on Madison Avenue in NYC. Taking an interest in design and communication, he worked and freelanced at ad agencies and publishers in NY and NJ, specializing in graphic design, illustration, and corporate communications. In 1999 he launched District Line Productions, a boutique graphic design agency, first in Bethesda and later in Downtown Silver Spring. Michael is also the manager of PMTI's IT Department.



### **Jonathan Osmundsen**

*Teaching Assistant Segment 1 Practical*

In 2015, Jonathan suffered significant bodily injury and a traumatic brain injury after being struck by a speeding SUV. He discovered the most significant benefits during his recovery came from bodywork, especially Craniosacral Therapy. This profound life experience set him on a path to PMTI, where his passion eventually led him to return after graduation to intern and support Segment 3 practical classes including Craniosacral, Myofascial, and Practical Integration. His bodywork combines a mix of modalities including Craniosacral, Trager, Myofascial, and Shiatsu – generously sprinkled in to his Swedish and Deep Tissue massage. Prior to massage, Jonathan spent more than two decades in Public Affairs, Media Relations and PR and Marketing for nonprofits, startups and Fortune 100 Companies.

### **Meredith Osterman, LMT**

*Team Member*

Meredith graduated from PMTI in 2012 and has been a massage teacher since 2013. With a background in Swedish and Deep Tissue massage, she has also studied Biodynamic Craniosacral Therapy, Myofascial Release and currently studying Simultaneous Muscle Release Technique. Her repertoire includes prenatal massage and geriatric massage. Before coming to PMTI, Meredith studied art at Drew University, and is a painter and

multi-media artist. Some of her artwork can be seen around PMTI's campus.

### **Ross Pastel, LMT**

*Lead Instructor Segment 1 Research Literacy*

Ross has a B.A. from Harvard University and a Ph.D. in Neural and Endocrine Regulation from the Massachusetts Institute of Technology. After 26 years in the U.S. Army as an officer and research scientist, he retired as a Lieutenant Colonel. He graduated from PMTI in 2016 and stayed on to intern, then teach Basic Anatomy and Physiology, and Body Systems Pathology for Massage. He also co-leads Case Report (with Tam Gelman) and teaches the Research Literacy workshop. He is currently pursuing certification in the Trager Approach, Zero Balancing, and Upledger CranioSacral Therapy. Other continuing education pursuits include Feldenkrais, Neuromuscular Therapy, Bowen Technique, and FlexAware.

### **Gabrielle Perri**

*Clinic Manager / Instructor*

*Lead Instructor Segment 3 Practical*

Gabrielle graduated from PMTI in 2018. Soon after, she joined Graduate Clinic where she continues to see clients. She is currently a Lead Instructor in Segment Three Practical, and also the Massage Clinic manager. When Gabrielle is not at PMTI, she is usually enjoying the outdoors with her two children and sweetheart.

### **Jacqueline Prince**

*Registrar*

Jackie's background includes a BS in Social Work from the State University of New York (Brockport), with masters coursework toward Leadership in Teaching at Notre Dame of MD University. She also has many certifications in a wide variety of subjects - database design, business writing, commercial investment management (CCIM licensed realtor), yoga teacher training, energy healing, massage therapy, and integrative nutritional health coach. She brings her attention to detail and passion for excellence to PMTI, assisting students achieve academic success and realize their sense of place and community within the school.

### **Betsy Pursell, LMT**

*Lead Instructor Segment 2 Stretching*

*Segment 3 Exercise Physiology*

Betsy is a graduate of Colgate University and has a Master's Degree in Educational Administration from Harvard University. She is a Certified Personal Trainer through the National Academy of Sports Medicine and a Licensed Massage Therapist. She came to this profession following a career in Independent Schools as a teacher, coach

and administrator and in senior leadership positions at several national non-profit organizations. Betsy graduated from PMTI in 2019 and serves as an adjunct faculty where she teaches classes in Exercise Physiology, Introduction to Stretching and Advanced Stretch Techniques. She serves as Director of Fitness and Wellness at Chevy Chase Club and holds fitness certifications in Functional Aging, Women's Fitness and as a Stretch Coach.

### **Sage Raindancer, LMT**

#### *Team Member*

Sage graduated from the Baltimore School of Massage Therapy in 1998. At the same time, Sage was finishing his time as a bicycle messenger and his time in the Army Reserves. Sage began teaching massage at PMTI in 2000 and has been a returning instructor over the years. He has branched out to teach massage at other schools in DC, Maryland, Virginia, & Arizona, and brings a rather diverse background in massage therapy theory. Over the decades of continuing education and self-development Sage's work integrates energy work and bodywork. Aside from massage therapy, Sage is also an active Nature and Forest Therapy Guide in the DC area.

### **Brenda Rayner, LMT**

#### *Director of Education*

#### *Teaching Assistant Segment 2 Academic Segment 1 Body Dynamics*

Brenda joined our staff as Office Manager in October 2017, with a career background in entrepreneurship, human resources and accounting. A 2002 graduate of PMTI, Brenda has been a longstanding member of the Segment Two faculty, serving as both an academic and practical instructor. She has been a member of the Board of Directors since 2010, and currently serves as Assistant Treasurer. During the last several years, Brenda has continued to develop experience in massage therapy education through involvement with ABMP, AMTA, and AFMTE, participating in the development of two major projects in our field, ELAP/The CORE Blueprint for Entry-level Therapists, and more recently the Core Competencies for Massage Therapy Instructors.

### **Nichole Ruffin, LMT**

#### *Lead Instructor Segment 3*

#### *Advanced Seated Technique*

Nichole is a nationally certified and licensed massage therapist and owner of Caressence Therapeutic Massage and founder of the Touch Scientific Institute. With a wealth of knowledge in anatomy and physiological allopathic medicine, Nichole treats clients from a holistic preventative approach. In her practice, Nichole uses an

array of techniques including Reiki, Swedish massage, aromatherapy, hot stone massage, deep tissue massage, reflexology, pregnancy massage, CranioSacral Therapy, corporate chair massage, Raindrop Technique, and Vi-ta-flex. Nichole is a graduate of PMTI and a professional member of the American Massage Therapy Association. She has over 15 years of medical experience including medical technology, cardiovascular invasive technology, and education. Nichole's credentials and certifications include: National Certification Board for Therapeutic Massage & BodyWork (NCBTMB), Professional Member of American Massage Therapy Association (AMTA) and Cardiopulmonary Resuscitation (CPR) & Advanced Cardiac Life Support (ACLS). Nichole and her husband, Lewis, reside in Greenbelt, Maryland.

### **Bob Schleichert, RMP**

#### *Lead Instructor Segment 1 Practical*

#### *Segment 1 Body Dynamics*

#### *Teaching Assistant Segment 1 Body Dynamics*

Bob graduated from PMTI in 2004 and has additional training in Reiki, Compassionate Touch, Couples Massage, Massage for Low Back Pain, and Carpal Tunnel Syndrome. He has taught in multiple segments of PMTI's Professional Training Program, where he is currently a lead instructor in Segment 1 practical, as well as the Fieldwork program and PMTI's community workshops. Bob maintains a private practice in Maryland.

### **Marianne Scippa, LMT**

#### *Lead Instructor Segments 1 and 2 Polarity*

Marianne is a certified Polarity Therapist (RPP), Registered Polarity Educator (RPE) and Lymph Drainage Therapist (LDT). Her operating principles are based on the belief that our intention for healthy work-lifestyles result in enhanced productivity and greater opportunities for harmony in life. For over 25 years she has been facilitating the personal and professional development of individuals and organizations bringing an innovative combination of psychology, holistic health care and organizational development to her work with companies. Her current passion includes a new series of experiential work-life wellness programs for small and large companies that she has created along with her husband Dr. Allan Tomson.

### **Liann Seiter, LMT**

#### *Lead Instructor Segment 1 Communication & Boundaries*

#### *Segment 2 Psychology Perspectives*

Liann Seiter, MS, LCM FT, is a Licensed Clinical Marriage and Family Therapist in the state of Maryland and District of Columbia who works with clients in private prac-



tice. She is a Clinical Fellow of the American Association for Marriage and Family Therapy, and an AAMFT supervisor candidate. Ms. Seiter received a bachelor's degree in marriage, family, and human development from Brigham Young University (BYU) a master's degree in Sociology from BYU, and a master's degree in couples and family therapy from the University of Maryland at College Park. Ms. Seiter is also trained as a massage therapist, yoga teacher, and birth doula. She enjoys working with children, adolescents, and emerging adults struggling with a wide range of issues including anxiety, depression, emotional dysregulation, and grief.

### **Lloyd Shockley, LMT**

#### *Team Member*

A retired MCPS science teacher, Lloyd graduated PMTI and went into practice as a massage therapist in DC and Maryland. Lloyd also holds a Vodder Certification in MLD and CDT, a BA in biology, and MA in science teaching. Currently he is a massage therapist at an AIDs clinic in DC and a volunteer therapist at a hospice in MD.

### **Demara Stamler, LMT**

#### *Consultant to the Staff*

Demara graduated from PMTI in 1989. From that time, she has served PMTI as a Lead Instructor, to Director of Education, and then Executive Director. Demara also has served the massage industry as a board member of AMTA Council of School (which was re-formed as the Alliance for Massage Therapy Education). She went on to serve industry education standards through her work at NACCAS, a national accrediting agency. In 2016, she certified as a coach and consultant through the Life Mastery Institute and the A.R.E.. Demara then opened Awakened Dreams Coaching and Consulting, which focuses on supporting massage therapists (and allied professionals), businesses, and schools.

### **Tom Swiss**

#### *Lead Instructor Segment 3 Shiatsu*

Tom is a 2004 graduate of the Shiatsu and Asian Bodywork program at the Baltimore School of Massage, where he was trained in both the Traditional Chinese Medicine and Zen/Masunaga approaches to shiatsu. He is certified as a Diplomat in Asian Bodywork Therapy by the National Certification Commission for Acupuncture and Oriental Medicine, a Certified Practitioner by the American Organization for Bodywork Therapies of Asia, and a Maryland Licensed Massage Therapist. Besides his private practice, he has worked at one of the Baltimore area's top spas, and with chemotherapy outpatients at one of its

top hospitals. Tom also holds a master's degree in Computer Science from the University of Maryland, and a kari rokudan (sixth degree black belt) ranking in Seido Karate. His book *Why Buddha Touched the Earth* was published in 2013, and he blogs at Patheos as "The Zen Pagan."

### **Roger Tolle, MSME/T, CTP, CSP**

#### *Lead Instructor Segment 2 Movement Perspectives Segment 3 Intro to Trager*

Having achieved a B.A. in Theater/Movement, Roger spent 15 years as a professional modern dancer developing a wide-ranging vocabulary of movement. Through extensive study with Dr. Milton Trager and others in the field of somatic movement education, he developed a thorough working knowledge of function in motion and the interconnected influences of mind and body. Since 1989, Roger has been teaching for the US Trager Association, and worldwide for Trager International. In 2023, his broad training, experience, and contributions to the field of Somatic Movement Education was recognized by the International Somatic Movement Education and Therapy Association with the credential of Master Somatic Movement Educator and Therapist (MSME/T).

### **Brenda Tracy, LMT**

#### *Lead Instructor Segment 2 Practical Clinic Instructor*

Brenda earned a BA and MBA from Hood College in Frederick, MD and has had an extensive career in human resources, specializing in talent acquisition. She graduated from PMTI in 2018 and worked part time in a wellness center focusing on pregnancy massage. Brenda is a Registered Massage Practitioner, certified in Pregnancy & Postpartum Massage, with completed training for the Trager Approach – Levels I, II and III. She has 3 children: a recent graduate of Temple University in Philadelphia, PA, and a second year and soon to be first year at UMD.

### **Sarah Tucker, LMT**

#### *Lead Instructor Segment 3 Myofascial*

Sarah is a professional individual who prides herself in her work ethic and interpersonal skills. She maintains a positive attitude and always strives to see the 'bigger picture'. She has a strong drive for results in fast-paced settings and her most admired trait is her work ethic and customer focus with every interaction. Sarah has a strong drive for results while maintaining a positive attitude and a great sense of humor and a passion for promoting mind-body awareness through meditation and effective stress reduction techniques.

## General Information

### Program Accreditation: COMTA

PMTI's Professional Training Program is accredited by the Commission on Massage Therapy Accreditation (COMTA). COMTA is an accrediting agency specific to massage therapy and aesthetics in the U.S. and is recognized by the US Department of Education. PMTI is the oldest COMTA-accredited massage therapy training program in the greater Washington, DC area.

#### COMTA

900 Commonwealth Place, Suites 200-331  
Virginia Beach, VA 23464  
(202) 888-6790 / [www.comta.org](http://www.comta.org)

### Licensing Exams (MBLEx)

To become a licensed therapist upon graduation, candidates must pass the Massage and Bodywork Licensing Exam (MBLEx), offered by the Federation of State Massage Therapy Boards. All three local jurisdictions, and most other states, accept this examination for licensing purposes. For the past decade, PMTI students have held an average first-time pass rate that is 20+ percentage points higher than the national average. There is currently a fee of \$265.00 to apply for the exam. In addition, PMTI is an NCBTMB continuing education Approved Provider. For more information, visit [www.fsmtb.org](http://www.fsmtb.org) or [www.ncbtmb.org](http://www.ncbtmb.org).

### Professional Associations:

American Massage Therapy Association (AMTA) Founded in 1943, is an association of massage and bodywork practitioners. Member benefits include professional liability insurance, legislative Support, active local chapters, an annual convention, continuing education hours, Massage Therapy Journal, and the Massage Therapy Career Guide five-volume set. AMTA offers a free student membership rate for those enrolled at PMTI.

Associated Bodywork and Massage Professionals (ABMP) Founded in 1987, ABMP is an organization of massage, bodywork and esthetic practitioners. Member benefits include professional liability insurance, the bi-monthly Massage and Bodywork Magazine, and the Successful Business Handbook. PMTI provides student memberships to ABMP for all enrolled students.

### Student Body

Students at PMTI come from a variety of backgrounds and life experiences. During the last three years, the age range of enrollees has been 18 to 72, with an average age of approximately 34. The ratio of women to men is approximately 3 to 1. Educational backgrounds range

from recent high school graduates to M.D.s and Ph.D.s. There have been several visually impaired and learning-disabled students who have successfully completed the program.

### Local Licensing Laws and Regulations

Licensing for practicing massage therapy varies greatly around the country.

Graduation from PMTI's Professional Training Program does not guarantee the ability to obtain a license in massage therapy in any particular state, county, or city. Some states have different, lesser, or more extensive educational requirements than PMTI, and some counties and/or states conduct criminal history and background checks. Check with local governments in advance of your enrollment at PMTI if you have specific questions about the area in which you hope to practice. For information on state regulations, visit [www.amtamassage.org](http://www.amtamassage.org) or [www.abmp.com](http://www.abmp.com).

The District of Columbia, Virginia and Maryland each have their own licensure or certification laws. DC and Virginia both require a completed certificate from a 500-hour school, such as PMTI, as well as successful passage of the Massage and Bodywork Licensing Exam (MBLEx).

Maryland requires a completed clock-hours based certificate from a 750-hour accredited institution, such as PMTI, and successful passage of both the MBLEx and a state jurisprudence exam. Approximate costs for licensure in Maryland currently are as follows: an application fee of \$150.00, a license fee of \$200.00 and the jurisprudence exam fee of \$180.00. These costs are subject to change by the applicable jurisdiction and students should monitor the cost for the jurisdiction(s) for which they intend to seek licensure. Maryland also requires 60 college credits (24 in health sciences) to be a Licensed Massage Therapist. Graduates who want to practice in Maryland but do not have the college credits required for licensure can qualify as Registered Massage Practitioners but are not permitted to practice in health care settings. Local county and city laws may also apply in Virginia and Maryland, Therapists must meet any zoning requirements of local jurisdictions.

### Housing

PMTI is not a residential school. Students in search of housing can check with student housing services at American, Georgetown, and George Washington Universities. The suburban areas of Silver Spring and Takoma Park, MD are convenient to the school.

## Professional Placement and Referrals

PMTI receives numerous employment opportunities for massage therapists. These include spas, health clubs, offices and businesses, private practice, salons, athletic facilities, chiropractic offices, and more. Graduates have access to job opportunities and volunteer opportunities through the PMTI Alumni Website. PLEASE NOTE: PMTI makes no guarantee of employment, nor does it guarantee that specific salaries can be attained upon completion of the PTP. PMTI does, however, maintain a registry of job opportunities and provides consultation to alumni and students in their employment searches through the Student and Alumni Services Department.

## Other Programs and Services

### Introductory Workshops

Individuals interested in massage, bodywork or holistic health can benefit from our introductory classes. These classes have no prerequisites and are recommended for anyone who is considering the PTP. In addition, these classes provide a good way to experience PMTI's philosophy and teaching style. Introductory classes are not part of and cannot apply as credit toward the PTP. For more information about PMTI workshops, please visit [www.pmti.org](http://www.pmti.org).

### Student and Graduate Clinic

PMTI's Student Clinic is staffed by intermediate and advanced students who practice their skills with clients from the general public, under Supervision. Clients pay a reduced fee which covers clinic costs. The professional learning environment enables students to experience realistic practice situations to prepare for the transition to a professional practice. PMTI also operates a **Graduate Clinic**, where recent graduates with greater experience, knowledge, and independence provide massage therapy at a reduced fee.

### OUR GRADS SAY...

"I can't imagine attending another school in this area. I'm so grateful for the outstanding faculty and peers that I've met through this program –  
– it's given me an extremely strong foundation for my new career."

– Kate Grisard,  
PMTI Graduate

## Location and Access

PMTI is located at 8701 Georgia Avenue, Suite 700, Silver Spring, MD 20910. The school is located in the heart of Silver Spring, between Cameron and Fenwick Streets.

### By Metro

Take the Red Line Metro to the Silver Spring station. At street level, walk north two blocks on Colesville Road, turn left and walk two blocks on Georgia Avenue. PMTI is on the right side of the street at 8701 Georgia Avenue.

### By Car

**From DC:** travel north on 16th Street, NW and turn right onto Spring Street. Continuing on Spring Street, cross over Georgia Avenue, following the bend and turn right onto Cameron Street. Travel two blocks and turn right onto Georgia Avenue. PMTI's building entrance will be on your right.

**From the Beltway:** take the Georgia Avenue/Rt. 97 exit towards DC (southbound). Travel one mile and turn left onto Spring Street. Follow the bend and turn right onto Cameron Street. Travel two blocks and turn right onto Georgia Avenue. PMTI's building entrance will be on your right.

### Parking

There is metered parking on Georgia Avenue as well as on Cameron and Fenwick Streets. There are also large public parking facilities across the street on Cameron and Fenwick, as well as another facility located at the rear of the building on Fenton Street. The Fenton Street garage can be accessed from Fenton Street, or by using the alleyway on the north side of the office building.

### Accessing PMTI's Suite

PMTI is located in a secure building. The main door is locked after hours and on Saturday afternoon and Sunday. To enter during these times, use the phone at the door to request access to PMTI. Or, call ahead and secure a password from our staff.

### PMTI Office Hours

PMTI administrative offices are open throughout the week. Generally, our office hours are: Monday through Thursday from 9:00 a.m. to 7:00 p.m. The office closes at 5:00 p.m. on Friday. Office hours on Saturdays are based on the schedule for weekend classes and clinic.