# Program Description

The Massage Therapy Certificate Program (MAS) requires a high level of student commitment and mastery of content in many academic areas. Important information about the Massage Program:

- Massage Therapy courses are offered at the Radcliff campus in Garden City. Students admitted in the Fall attend classes in the evenings and Saturday; students admitted in the Winter attend classes during the day. Courses are scheduled into three 15-week semesters; students complete the program in one year of full-time coursework/clinical.
- In addition to lecture and laboratory, a clinical practice is required.
- Successful completion of the Massage Therapy Certificate Program qualifies the individual to take the National Certification Exam in Therapeutic Massage (NCETM) or the Massage and Bodywork Licensure Exam (MBLEx). In addition, students who successfully complete all college/program requirements qualify for the Associate Degree in Applied Science.

## APPLICATION REQUIREMENTS

The Massage Therapy Certificate Program (MAS) requires an application (attached to the end of this packet). To be admitted to the program the student must complete the following:

<table>
<thead>
<tr>
<th>1. Apply to Schoolcraft College</th>
<th>Apply to Schoolcraft College on-line at <a href="http://www.Schoolcraft.edu">www.Schoolcraft.edu</a>.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Transcripts</td>
<td>Request official undergraduate college transcripts from all schools previously attended. College transcripts must be sent directly from the issuing college or university to Schoolcraft College.</td>
</tr>
<tr>
<td>3. Verify Transcripts</td>
<td>Contact the Admissions and Enrollment Center at 734-462-4426 to confirm that all official college transcripts have been received.</td>
</tr>
<tr>
<td>4. Counseling and Assessment</td>
<td>This program requires minimum assessment levels or course work in the areas of math, reading and writing. Students need to meet with an academic advisor or counselor to develop an academic plan. They can determine if an assessment test is necessary and if foundation courses are needed. Students with prior college level work or a degree may be exempt from placement testing. Students who have submitted ACT scores that are less than three years old to the Admissions and Enrollment Center may also be exempt from assessment testing. Contact the Counseling Center at 734-462-4429 to make an appointment.</td>
</tr>
<tr>
<td>5. Cumulative GPA</td>
<td>Attain a cumulative grade point average of 2.0 or better for all Schoolcraft College courses.</td>
</tr>
<tr>
<td>6. Apply to Massage Program</td>
<td>Submit the attached Massage Therapy Certificate Program Restricted Enrollment Application to the Admissions and Enrollment Center with appropriate signatures.</td>
</tr>
</tbody>
</table>

Instructions page 1 of 2
REGISTRATION PROCEDURES
Official authorization to register is required to enroll in the Massage Therapy Certificate Program courses. Prior to registration, required authorization forms and procedures will be mailed to you. Additional detailed information is available from the Massage Therapy office (734-462-4746), located at the Radcliff Center, 1751 Radcliff Street, Garden City, MI 48135-1197. An authorization to register is only issued on completion of the following requirements:

- Medical Clearance / Drug Screen
- Program Orientation

NOTE
Requirements for admission to the Massage Therapy Certificate Program are subject to change at any time.
Please contact the Admissions and Enrollment Center for updates of any applicable changes.

Phone: (734) 462-4426
Fax: (734) 462-4553
E-mail: admissions@schoolcraft.edu
Web: www.schoolcraft.edu

It is the policy of Schoolcraft College that no person shall, on the basis of race, color, national origin, gender, age, marital status, creed, or handicap, be excluded from participating in, be denied benefits of, or be subject to discrimination during any program or activity or in employment.

<table>
<thead>
<tr>
<th></th>
<th>Resident:</th>
<th>Non-Resident:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition:</td>
<td>$3,175.50</td>
<td>$4,635.50</td>
</tr>
<tr>
<td>Service Fee:</td>
<td>$182.50</td>
<td>$182.50</td>
</tr>
<tr>
<td>Registration Fees:</td>
<td>$120.00</td>
<td>$120.00</td>
</tr>
<tr>
<td>Instructional Equipment Fees:</td>
<td>$146.00</td>
<td>$146.00</td>
</tr>
<tr>
<td>Course Fees:</td>
<td>$1,280.50</td>
<td>$1,280.50</td>
</tr>
<tr>
<td>Additional Expenses (Approximate):</td>
<td>$1,600.00</td>
<td>$1,600.00</td>
</tr>
<tr>
<td><strong>TOTAL:</strong></td>
<td><strong>$6,504.50</strong></td>
<td><strong>$7,964.50</strong></td>
</tr>
</tbody>
</table>

The above figures are based on 2012-2013 rates and are subject to change.
A Resident student is one whose legal residence is in the school district of Clarenceville, Garden City, Livonia, Northville, Plymouth-Canton, or part of Novi. All other students are Non-Resident students.
Massage Therapy Restricted Enrollment Program Change Form

Please Print:

Student Name: ____________________________________________________________________________

Last    First    Middle Initial

Student Number: _______________________________ or Social Security Number (last four digits) _______

Month and Day of Birth _____/_______

Current Academic Program Name: _____________________________________________________

(ex: Pre Massage Therapy or other name)

Current Academic Program Number: ___________________________________________________

(Numbers found in Schoolcraft College Catalog)

New Academic Program Name: _______Massage Therapy Program_______

New Academic Program Number: ___________________________________

Semester to Take Effect:

☐ Summer _______ (year)  ☐ Fall _______ (year)

☐ Winter ______ (year)  ☐ Spring _______ (year)

Counselor/Advisor Signature: ____________________________ Date: ______________

Student Signature: ____________________________ Date: ______________

Return to:

Schoolcraft College
Admissions and Enrollment Center
240 McDowell Center
18600 Haggerty Road, Livonia MI 48152
Phone: 734-462-4426
Fax: 734-462-4553

Updated 06/29/12- Massage Restricted Enrollment
The Massage Therapy Program requires a Restricted Enrollment Program Change. To begin this program, students must complete the following form, meet with a Counselor or Academic Advisor then submit the completed form to the Admissions and Enrollment Center.

Counselor/Academic Advisor will complete:

**TRANSCRIPTS**

College:  
- [ ] has received all college transcripts  
- [ ] no previous college transcripts needed (new student)

**ASSESSMENT**

**Student:**  
- [ ] has taken Asset  
- [ ] has taken the Accuplacer  
- [ ] has submitted ACT scores  
- [ ] is exempt from assessment

<table>
<thead>
<tr>
<th>Minimum Scores:</th>
<th>ASSET</th>
<th>Accuplacer</th>
<th>ACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Writing</td>
<td>38 +</td>
<td>71 +</td>
<td>18 +</td>
</tr>
<tr>
<td>Reading</td>
<td>35 +</td>
<td>70 +</td>
<td>18 +</td>
</tr>
<tr>
<td>Numerical/Arithmetic</td>
<td>39 +</td>
<td>60+</td>
<td>16 +</td>
</tr>
</tbody>
</table>

**PROFICIENCY**

**Student:**  
- [ ] has met minimum English score or ⇒  
- [ ] has met minimum reading score or ⇒  
- [ ] has met minimum math score or ⇒

- [ ] has successfully completed appropriate course (ENG 055 or higher with a 2.0/C or better)  
- [ ] has successfully completed appropriate course (COLLS 053 or higher with a 2.0 or better)  
- [ ] has successfully completed appropriate course (MATH 047 or higher with a 2.0/C or better)

*CUMULATIVE COLLEGE GPA Attain a 2.0 or better cumulative grade point average.*

**Student:**  
- [ ] has a cumulative GPA of 2.0 or better.

Counselor/Advisor Signature: ____________________________ Date: ____________________

Updated 06/29/12- Massage Restricted Enrollment
Massage Therapy Orientation Application

All students entering the Massage Therapy program must attend an orientation session prior to registration, purchasing course supplies/materials, and first day of class.

**SECTION 1: To be completed by student**

Demographic information on this application must match the information on record in the Registrar’s Office at Schoolcraft College

<table>
<thead>
<tr>
<th>Name</th>
<th>Last (Family Name)</th>
<th>First</th>
<th>Middle</th>
<th>Former (If Applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>Number</td>
<td>Street</td>
<td>Apt.</td>
<td>City</td>
</tr>
<tr>
<td>Day Phone</td>
<td>(_____)</td>
<td>Evening Phone</td>
<td>(_____)</td>
<td></td>
</tr>
<tr>
<td>Email</td>
<td>Birth Date</td>
<td>Month / Day</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Number</td>
<td>Social Security Number</td>
<td>Last four digits</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SECTION 2: To be completed Counselor/Advisor**

Student has been approved for: ☐ Fall _________ ☐ Winter _________

☐ Counselor/Advisor Date

☐ Signature of Applicant Date

**RETURN TO:** Administrative Office (RC 625)

Schoolcraft College – Radcliff

1751 Radcliff Street

Garden City, MI 48135

Phone: 734-462-4770

DATE RECEIVED:

[updated information] Updated 06/29/12 Massage Restricted Enrollment