



Come Live the Learning!

ASIS Massage Education

STUDENT WELCOME BOOK

FEBRUARY 2017

ARIZONA SCHOOL OF INTEGRATIVE STUDIES

FLAGSTAFF CAMPUS:
113 W. Phoenix Ave.
Flagstaff, AZ 86001
flagstaff@asismassage.com
928/226-1400
888/384-2747

MESA CAMPUS:
209 W. Main St.
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217 N. Cortez St.
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639 N. 6th Ave.
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Accredited by the Accrediting Council for Continuing Education & Training



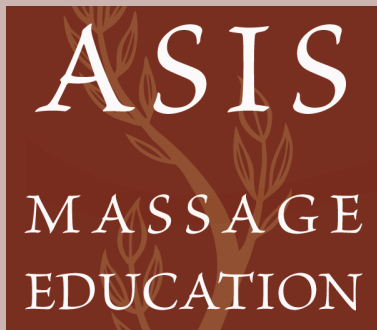
Come, Come!
Whoever you are!
Wanderer,
Worshipper,
Lover of Learning,
Come.
This is not a caravan of despair.
It doesn't matter
if you've broken
Your vow
a thousand times,
still
Come,
And yet again,
Come!

RUMI

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To apply at any ASIS campus, please [click here!](#)



WHY STUDY AT ASIS?



The aspiration that guides the Arizona School of Integrative Studies is to create a safe, supportive, and evocative learning environment, while celebrating the diversity, uniqueness, and beauty of each individual being's body, mind, and spirit, preparing students to meet the challenges they will face as contributing members of the healing arts.

UNIQUE FEATURES AND BENEFITS OF ASIS:

Small class size

The group stays together throughout the session, becoming a tight-knit community

Interactive learning environment

Class is taught in circle, rather than with desks

Utilization of various learning styles

Block classes in morning and afternoon
(sciences in am, modalities in pm)

Over 15 different teachers teaching their specialties

Wide range of modalities

Personal growth and transformation oriented

Strong communications component integrated into training program

Focused on whole person and larger community

Chiropractic Assistant Certification

In this unique environment, ASIS has been educating *outstanding Massage Therapists* for over 20 years!

ASIS.... Promoting Peace, One Body at a Time!

www.asismassage.com

888.517.2747 (ASIS)



PHILOSOPHY

The intent of the staff at the ARIZONA SCHOOL OF INTEGRATIVE STUDIES is to provide the space and education necessary for their students to become massage therapists and body workers. Massage has been used throughout history as a treatment for pain and disease. It promotes circulation of blood, lymphatic flow, muscular relaxation, a greater base in standing and moving, and increased sensory awareness. Through the practice of massage, we can also become aware of lifestyle and psychological patterns which may be causing or perpetuating painful and limiting ways of being.

In this education, we offer a full-time, transpersonal training dedicated to the whole person. In a retreat-like environment, students are invited to take the time and space needed for deep learning to occur. We explore human anatomy and physiology, hydrotherapy, and a wide variety of massage modalities, all while heightening our sensitivity to the human soul. In a safe, supportive, yet evocative setting, we wish to prepare students to meet the challenges they will face as contributing members of the healing arts.

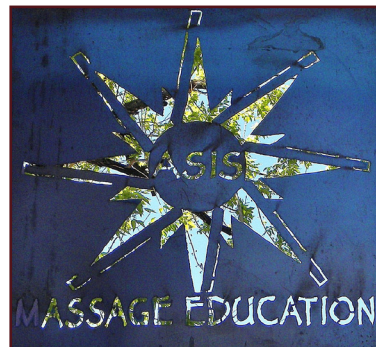
Within this framework, we explore the various ways that learning can take place. We offer a variety of feedback opportunities for students to learn how they best learn. A blend of kinesthetic, audio, and visual tools are available to encourage insight of each individual's learning process. Our small classes allow for students to receive ample attention from our dedicated staff. Teachers in the program bring decades of experience in both bodywork and facilitation to their students, and every effort is made on the part of the faculty to provide students with a rich and diverse learning environment. It is our belief that when various dimensions of personal experience are allowed expression, personal and collective development are enhanced. So, we are all each others teachers and students.

We are dedicated to the path of world peace, compassion to all living beings, and to honesty. We believe that it is essential that our work be nonviolent in nature, and that the goals of learning and therapy be those of the student rather than the teacher. In keeping with this belief, it is the school's philosophy that there is a direct correlation between how we view ourselves and how we view others. So as we increase the awareness and kindness with which we meet ourselves, physically and psychologically, we enhance the sensitivity and kindness with which we meet our families, our communities, and our clients.

We are happy that you are considering massage in your life. When offered in a caring, mutually respectful environment, we have found massage therapy to be a very nourishing practice that helps promote health, understanding, acceptance, and peace.

ASIS MISSION STATEMENT

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is to create a safe, supportive, and evocative learning environment,
while celebrating the diversity, uniqueness, and beauty of each
individual being's body, mind, and spirit, preparing students to meet
the challenges they will face as contributing members
of the healing arts.



www.asismassage.com

To apply at any ASIS campus, please [click here](#).

HISTORY

Founded in 1995, ASIS Massage Education (ASIS) was originally located in the Healing Arts Center in Old Town Cottonwood, and formally became an LLC in January 1996. The program and its intent were designed by Jamie & Joseph Rongo, and influenced by their experience as teachers at the Florida School of Massage. In 2000, ASIS moved its main campus to Clarkdale, and in 2005, opened its campus in Prescott. 2007, ASIS expanded its mission, reach, and ownership. New owners included Sara Freeman, Greta Stromberg, John Morris, and Mayur Shah, and new programs were developed in Community Colleges across the country. In 2009 ASIS expanded north to Flagstaff, and 2012, as ASIS opened its fourth campus in Tucson, a new partnership was born, and now includes original founders, Jamie and Joseph Rongo, as well as the owners of the Finger Lakes School of Massage, David Merwin and John Robinson. The merging of these two institutions has felt natural and inevitable. In 2016, ASIS moved its flagship campus (Clarkdale) to Mesa AZ.

ASIS Massage Education is registered with the Arizona Corporation Commission as the Arizona School of Integrative Studies, LLC, is Licensed by the AZ State Board for Private Post Secondary Education, and is approved by the Arizona State Board of Chiropractic to offer a certificate in Chiropractic Assistant. In August 2013, ASIS received Accreditation by the Accrediting Council for Continuing Education & Training (ACCET), and then in March 2014, the U.S. Department of Education approved ASIS to offer Federal Financial Aid to those who qualify.

For all inquiries about the school's legal status, please contact the main office at 639 North 6th Avenue, Tucson, AZ 85705.

LOCATIONS



Flagstaff: Our Flagstaff facility is situated in the heart of downtown, in what is known as the South Side. Our 1000 ft² classroom is just blocks from Northern Arizona University (NAU), coffee houses, breweries, book stores, and specialty boutiques. This small campus creates a sense of community, with a 400 ft² student lounge and a 350 ft² office. Flagstaff is still surrounded by thousands of acres of pristine nature, year-round outdoor activities, and wildlife. This lovely small city is the doorway to many iconic travel destinations such as the Grand Canyon, Lake Powell, the Vermillion Cliffs, and [Snowbowl Ski Resort](#).



Mesa: Located a mere twenty minutes from Downtown Phoenix, Mesa is the third-largest city in Arizona, set in a lively urban setting. Mesa's vibrant, historic downtown, is up and coming, and on Phoenix's new light rail line. Explore the Mesa Grande ruins, catch Major League Baseball spring training camps, hike the Superstition Mountains, or get wet at a nearby waterpark; there's always something to do. Also, the Mesa Arts Center provides an upscale performing arts venue and you'll have your choice of eateries, bars and coffee houses.

LOCATIONS



Prescott: Our Prescott Massage School campus is in downtown Prescott, where weekend festivities abound. Prescott is referred to as “Everybody’s Hometown” with its small town charm, historic County Courthouse, and tree-lined plaza. Prescott is a mile-high city with four mild seasons and a plethora of trails and outdoor opportunities. Classrooms include a 900 ft² classroom, and a 300 ft² science lecture room. At ASIS office is minimal with only 200 ft² dedicated for staff offices. Our large 500 ft² student lounge is prepared for Hydrotherpay classes. Prescott is home to three colleges: Yavapai College, Embry Riddle Aeronautical University and Prescott College. In Prescott hiking, climbing and kyaking abounds. If you’re around in May, make sure to check out the Whiskey Row Marathon, one of the toughest marathons in the United States, put on by the local [YMCA](#).



Tucson: Tucson is the home of our fourth Arizona Campus. Known as the “Old Pueblo” and Arizona’s oldest settlement, Tucson is a vibrant and energized western city. The campus is located in what was the Desert Institute of the Healing Arts. We have 3 designated classrooms on the second story at this campus, one, a 1200 ft² and the second, a 900 ft² dedicated for science classes. In addition, we have another 1000 ft² classroom for various workshop and CEU courses. As an added feature, this campus has a dedicated 1200 ft² student clinic, a retail facility and 900 ft² of office space. In this Sonoran Desert campus, just a half hour from the world famous [Arizona-Sonoran Desert Museum](#), and 50 miles from the Mexican border, students can experience mild winters, long springs, lush summers, and temperate autumns to explore the local mountain terrain. Nestled in the arts district, ASIS is just blocks from the University of Arizona campus and the 4th Avenue commercial area. Students can walk to cafés, boutiques, bookstores and galleries.

Currently ASIS does not own any of its locations, and although we have thorough, detailed leases, we are always at the mercy of our landlords. Although we do not foresee nor are planning to relocate any of our campuses, classes may need to move to a new location at some point during a training. Should this happen, ASIS will remain committed to our goals, our students, and managing any changes to be as smooth, seamless, and non-intrusive to the students’ experiences as possible.

We are committed to the value and safety of individual needs within the learning process; our low student-teacher ratios of 20:1 in both the massage and non-massage modalities help us ensure awareness in education.. ASIS supplies students with starter kits which includes oils and sheets, in-house workbooks, text books and access to an online student support system. All ASIS campuses have wifi available for students.

For further detail on the school’s safety record, and to view our Campus’ Crime and Safety Reports (Clery Reports) [click here](#).

The highest function of education is to bring about an integrated individual who is capable of dealing with life as a whole.

J. KRISHNAMURTI



CONTACT US:

For information about our Flagstaff Campus, please contact us at:
928/226-1400 or flagstaff@asismassage.com
113 W. Phoenix Ave., Flagstaff, AZ 86001

For information about our Mesa Campus, please contact us at:
602/833-6500, or asis@asismassage.com
209 West Main Street, Mesa AZ, 85201

For information about our Prescott Campus, please contact us at:
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217 N. Cortez, Prescott, AZ 86303

For information about our Tucson Campus, please contact us at:
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639 N. 6th Ave., Tucson, AZ 85705

To apply at any of these campuses, please [click here](#).

EDUCATIONAL OBJECTIVES

There are many ways in which learning and growth take place. We focus on three areas: development of knowledge and skills, professional preparation, and personal and communal growth.

Our intention is:

- ✿ To provide students with safe and supervised learning experiences which promote the health and well-being of themselves and their clients.
- ✿ To provide a thorough working knowledge of both the structure and function of the human body and the theory and practice of therapeutic massage modalities.
- ✿ To prepare students to become qualified and technically skilled massage therapists.
- ✿ To offer students the space and the opportunity to become more fully present in their own body/heart/mind.
- ✿ To provide an intimate learning environment.
- ✿ To model a professional attitude with a commitment to ethical practices toward clients and fellow practitioners.

ASIS is accredited by the Accrediting Council for Continuing Education & Training, licensed by the Arizona State Board for Private Post-Secondary Education, approved by the National Certification Board for Massage and Bodywork, licensed by the Arizona State Board of Chiropractic, and is a member of the American Massage Therapy Association and the Associated Massage and Bodywork Professionals.

Arizona State Board of Massage Therapy licensing fees are included in tuition for those who plan to apply for Arizona licensure. ASIS graduates are not required to pass a licensing exam for Arizona licensure. However, ASIS graduates are prepared and eligible to sit for licensing exams if they plan to practice in other areas where such examinations are required.



Accredited by the Accrediting Council for Continuing Education & Training

ASIS is Northern Arizona's oldest Massage Program. We are:

- ✿ Accredited by the Accrediting Council for Continuing Education & Training (ACCET)
- ✿ Approved by the US Dept of Education to offer Federal Financial Aid to all qualifying students
- ✿ Licensed by the Arizona State Board for Private Post-Secondary Education
- ✿ A member of the AMERICAN MASSAGE THERAPY ASSOCIATION (AMTA) and the ASSOCIATED BODYWORK & MASSAGE PROFESSIONALS (ABMP)
- ✿ Approved by the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) and the Federation for State Massage Therapy Board (FSMTB)
- ✿ An approved provider for Continuing Education Programs
- ✿ Authorized under Federal Law to enroll Non immigrant Alien Students
- ✿ Qualified for Veterans to receive G.I. Bill benefits
- ✿ Approved by the Arizona Department of Vocational Rehabilitation
- ✿ Approved by Northern Arizona Council of Government (NACOG)

PROGRAM DATES:

Class start dates vary with each campus.

Throughout Arizona, ASIS Massage Education has several different start dates annually.

For more details, contact the campus you are most interested in, or:

[ASIS Locations and Program Dates](#)





GOOD NEIGHBOR POLICIES

Clean up after yourself every day/evening.

Leave your phone off and in your cubby.

Do not leave your oil on the carpet or the window sills – they leak!

In the classroom, bring only water,
no other food or drinks.

Do not clip your finger & toenails in the classroom and
leave your clippings on the floor.

Do not bring your dog to school.

Talk quietly in the hallways.

If you smoke, make sure your hands,
breath & sheets smell fresh.

Wash your hands OFTEN

Be on time.

Do not use an emery board while sitting on a
classmate's linens on their made-up table.

Be alert in class.

Recycle.

ASIS MISSION STATEMENT

The aspiration that guides the Arizona School of Integrative Studies is to create a safe, supportive, and evocative learning environment, while celebrating the diversity, uniqueness, and beauty of each individual being's body, mind, and spirit, preparing students to meet the challenges they will face as contributing members of the healing arts..

The way we achieve this is by:

- ✿ Drawing forth and nourishing each individual's innate wholeness, sense of intelligence, confidence and potential, while nurturing a desire and excitement to learn.
- ✿ Providing excellence in education in an atmosphere of joy, curiosity, respect and discovery.
- ✿ Honoring scientific and intuitive approaches to the learning of the human form, and the art of massage therapy.
- ✿ Creating a culture through staff meetings, and group emails, which invites exploration of meaning, support for care of self and others, and awareness through education.
- ✿ Motivating students to acquire and enhance skills, thus developing capable graduates to meet the demands of the professional massage community.

ASIS's mission statement highlights our purpose, goals and intentions, as we strive to provide an education based on inclusivity and acceptance and prepare self-responsible, skilled members of the health care system, as we are consistently reminding our selves, our staff and our students as to why we exist as a school.

POLICIES FOR SUCCESSFUL COMPLETION



When you don't know what to do
ask for a cup of tea
and learn how to ask for help.
Do your work, then stand back.

HUGH MILNE



This course of study has been carefully thought out and is designed for full participation. Each day builds upon the previous day, and each modality builds upon the previous modality. We understand that “life happens” and sometimes plans are superseded by emergencies and contingencies. If for some unavoidable reason you have to miss school, here are our policies:

1. Attendance for 90% of the total program is required for completion of the program and certification.
2. 100% completion of Student Clinic.
3. If you need to make up work, YOU must arrange to do so with the instructor. Please see Administrative Director for complete Make-Up Policy.
4. Ten minutes after class is scheduled to begin the door will be closed. You will be considered absent for the class if you come in after that.
5. For certification, you must have completed the required supervised student clinic hours, and completed CPR/ First Aid or have proof of existing certification.
6. You must have an accumulative grade of at least 70% on all written learning experiences, and instructor assessments.
7. You must be able to give a safe, competent massage in each modality offered. Instructors will do an “in-class” evaluation of practical skills and professionalism.
8. Tuition must be paid in full.

In our experience, learning requires the full commitment of both the teacher and the student. We look forward to this dance with you.

We are committed to the value and safety of individual needs within the learning process; our low student-teacher ratios of 20:1 in the massage modalities help us ensure awareness in education. For further detail on the school's safety record, [click here](#) to view our Campus' Crime and Safety Reports (Clery Reports)

CHOICES FOR SUCCESSFUL STUDENTS

SUCCESSFUL STUDENTS...

- ✿ Accept PERSONAL RESPONSIBILITY, seeing themselves as the primary cause of their outcomes and experiences
- ✿ Discover SELF MOTIVATION, finding purpose in their lives by discovering personally meaningful goals and dreams.
- ✿ Master SELF MANAGEMENT, consistently planning and taking purposeful actions in pursuit of their goals and dreams.
- ✿ Employ INTERDEPENDENCE, building mutually supportive relationships that help them achieve goals and dreams (while helping others to do the same).
- ✿ Gain SELF AWARENESS consciously employing behaviors, beliefs, and attitudes that keep them on course.
- ✿ Adopt LIFE-LONG LEARNING, finding valuable lessons and wisdom in nearly every experience they have.
- ✿ Develop EMOTIONAL INTELLIGENCE, effectively managing their emotions in support of their goals and dreams.
- ✿ BELIEVE IN THEMSELVES, seeing themselves capable, lovable and as an unconditionally worthy human being.

STRUGGLING STUDENTS...

- ✿ See themselves as victims, believing that what happens to them is determined by external forces such as fate, luck and powerful others.
- ✿ Have difficulty sustaining motivation, often feeling depressed, frustrated, and/or resentful about a lack of direction in their lives.
- ✿ Seldom identify specific actions needed to accomplish a desired outcome. And when they do, they tend to procrastinate.
- ✿ Are solitary, seldom requesting, even rejecting, offers of assistance from those who could help.
- ✿ Make important choices unconsciously, being directed by self-sabotaging habits and outdated life scripts.
- ✿ Resist learning new ideas and skills, viewing learning as fearful or boring rather than as mental play.
- ✿ Live at the mercy of strong emotions such as anger, depression, anxiety, or a need for instant gratification.
- ✿ Doubt their competence and personal value, feeling inadequate to create their desired outcomes or experiences

BEING ON TIME & BEING HERE THE WHOLE TIME

We expect you to come to class, to be on time, and to participate for the entire class period. As staff, we start class on time and we end class on time. Important information is often given during the first and last minutes of class. We have allowed 10% “misses” because we know your outside life may occasionally demand your time in unforeseen ways.

We recommend planning on getting to school 10 - 15 minutes early. If you know you tend to run a little late in general, as many of us do, you may want to “trick” yourself into believing that class really starts 15 minutes earlier than its posted time. Please remember, this is a professional training.

If you have an unusual circumstance and need to come in late or leave a class early, please let the instructor know beforehand, if possible. If you are tardy, the instructor will decide if you can work that day; this is for the safety of the class. You must communicate with the instructor to find out what you have missed and anything you must do to make it up.

Time management is a learned skill that does not come easily to everyone, and an important skill for us all to have as a therapist. If you are having difficulty managing schedules, you may need to meet with the Campus Director or Administrator to support your educational success.



As we become freer and happier,
we cease to act in ways that
make others suffer,
and we are able to bring
about change around us
and to help others
become free.

THICH NHAT HANH



In the end,
it is the reality of personal
relationship that saves everything.

THOMAS MERTON

BEING PRESENT

Once you arrive, participation is mandatory in order to be counted as “present”. Participation includes:

- Being attentive to lecture material
- Actively watching demonstrations
- Practicing the techniques demonstrated in massage class
- Participating fully in all class activities

If for some reason (injury, for instance) it is best for you not to practice or receive the massage session of the day, consult with the instructor. You may take the option to actively observe the class that day. “Active Observation” means that you are sitting up, awake and present, watching other students practicing.

If you are physically present but neither participating fully nor engaging in Active Observation as arranged with the instructor, you will be informed that you have a “miss” for that class period. If you are not feeling well enough to participate fully or to observe, please contact the instructors and excuse yourself to go home. We’d much prefer that you go home and get well; an illness can easily spread to your classmates. As stated above, there are allowable “misses” built in to our attendance policy to allow you to take good care of your physical and emotional well being (see “Allowable Misses”).

DRUG FREE ENVIRONMENT

It is the policy of ASIS to maintain a drug, alcohol, and tobacco free environment.

ASIS IS APPROVED FOR THE TRAINING OF VETERANS AT ALL OF OUR CAMPUSES

FOR STUDENTS RECEIVING VA FUNDING, THE FOLLOWING POLICIES APPLY:

1. Veteran Students falling below a passing average will be placed on academic probation for a period of three weeks, after which time the student's progress will be re-evaluated by the school staff. If there is no progress, the student may be dismissed and all benefits withdrawn.
2. For applicants seeking to receive credit or advanced placement for previous applicable education and trainings, official transcripts must be provided to ASIS. Vets with previous education and training must have their transcripts evaluated, and credit will be granted as deemed appropriate by an academic advisor. At this time there will be a reduction in tuition to compensate for their previous training.
3. Students may at any time request access to their school records.
4. Veterans receiving educational benefits will follow the ASIS Refund Policy.

To apply at any ASIS campus, please [click here](#).



Do not wait for
leaders:
do it alone,
person to person.

MOTHER THERESA

ABOUT ASIS

REQUIREMENTS & PROCEDURES

A prospective student applying for any program must:

1. Be 18 years of age (may be waived through personal interview w/ legal guardian signature).
2. Submit a completed application.
3. Submit a \$50.00 application fee.
4. Submit high school diploma or G.E.D.
5. Submit a written self-recommendation including relevant biographical data, basic philosophy of health care, and motivations for training in massage therapy.
6. Interview, by phone or in person, with an admissions adviser.
7. Submit, upon acceptance to the program, a \$150.00 non refundable Administration Fee to confirm enrollment. This deposit will be credited to the total cost of the program.
8. Submit a signed enrollment agreement.

A student may be accepted for admission to the program at any time prior to the beginning of a new class, providing there is still available space. Upon review and acceptance of the prospective student's application, the student will receive written verification of acceptance, as well as an Enrollment Agreement, and a written list of what they will need to bring for class participation.

ASIS reserves the right to postpone or cancel the start date due to insufficient enrollment. If this occurs, the student may request a guaranteed reservation in the next scheduled class, or a cancellation of enrollment with a full refund of all monies paid.

STATEMENT OF NON-DISCRIMINATION

The ARIZONA SCHOOL OF INTEGRATIVE STUDIES does not discriminate on the basis of sexual orientation, race, ethnicity, place of origin, gender, religion, age, or physical disability. If you have a documented learning, psychological, or physical disability you may be entitled to reasonable academic accommodations or services. Within financial reason, ASIS will attempt to accommodate all student's special needs, however, those needs must be discussed and a plan of action must be agreed upon prior to enrolling.

FINANCIAL INFORMATION FOR MASSAGE THERAPY CERTIFICATION

TUITION COSTS: The cost of tuition is \$10,850.00, which includes an Arizona License. In addition, \$500 is required for texts and \$300 for supplies. A \$150.00 deposit is due within two weeks of acceptance into the program. This deposit confirms your place in the program and is credited towards tuition. If a student withdraws their application before beginning classes, a refund of 100% of the charges will be refunded, minus a \$150 administration fee. Tuition must be paid in full one week prior to the first day of class unless a payment plan has been approved by the administration. If a student fails to pay in full by graduation, they will not receive a certificate of completion. If a student fails to fulfill an agreed upon payment plan, they will be brought to collections.

ADDITIONAL EXPENSES: Tables for in-class use are supplied. Although not required, students should consider allocating an additional \$350 to \$600 for the purchase of a massage table. Lodging, meals, and personal expenses are not included in the cost of the tuition, nor are the cost of extra oils, sheets, towels, and pillows used in class. In addition, there are fees associated with out-of-state licensing boards and their application requirements.

FINANCIAL OPTIONS: Federal Financial Aid is available for those who qualify. To find out if you qualify for either Pell Grants, or Subsidized & Unsubsidized Federal Loans, complete the Free Application for Federal Student Aid ([FAFSA](#)). Students may also apply for personal bank loans, or an Education Line of Credit through Mountain America Credit Union. ASIS accepts all major credit cards, personal checks, and cash for payment.

SCHOOL HOURS

ASIS is open Monday through Friday from 9:00 AM to 4:30 PM. Class hours are from 9:00 AM to 3:20 PM. Additional hours are scheduled for the supervised student clinic. Students are required to practise their craft in our supervised clinic, two evenings a week, from 4 - 6:30 PM. For a limited number of students, a part-time option is available. Students must complete the Non-Massage hours of the program prior to entering the Massage hours of the program. This option takes one year to complete. Student Clinic is part of the Massage Hours. Ask for more details.

Optional seminars, additional courses of study, and weekend workshops are scheduled throughout the course of the program, but are not required.

Evening Classes are held Weekdays: Monday through Thursday (6:00 PM - 9:30 PM) in Flagstaff, Mondays through Thursday (6:30 PM - 10:00 PM) in Tucson, and Saturdays (9:00 AM - 6:00 PM) at both campuses with clinic sessions as part of the Saturday schedule.

When the schedule is made for each cohort, there are days reserved to make-up any classes missed due to school closure. If the Education Director deems it necessary to close school for any amount of time the classes will be made up during those days and an announcement will be made to the students and staff with the updated schedule. If a student can not attend the scheduled make up day, this will be counted as an absence.

INTEGRITY

Students are required to demonstrate academic and professional integrity. To ASIS, integrity prohibits plagiarism, lying or distorting the truth, unauthorized changes on official documents, and any behavior that violates the profession's scope of practice. If a student is found to be in violation of any of the above mentioned, the minimum penalty is failure on the assignment. A disciplinary record will be established and kept on file.

APPLICABLE WITHDRAWAL POLICY:

An applicant who provides notice of cancellation within 3 days (excluding Saturday, Sunday, Federal & State holidays) of signing the enrollment agreement is entitled to a refund of all monies paid, minus the application fee.

APPLICABLE CANCELLATION POLICY:

If an applicant accepted cancels prior to the start of scheduled classes and more than three days after signing an enrollment agreement, or never attends class (no-show), the institution will refund all monies paid, less the application fee and the administrative fee/deposit of \$150, if such charges are clearly noted in the enrollment agreement as being non-refundable. All refunds due will be made within thirty (30) days of cancellation.



...Tell me,

What is it you plan to do
with your one wild and precious life?

MARY OLIVER

IMMIGRATION & NATURALIZATION SERVICES

ASIS is authorized under Federal law to enroll non-immigrant alien students on an M-1 visa.

VETERAN SERVICES

ASIS is approved for the Training of Veterans.

BOOKS & SUPPLIES

Required workbooks, a small variety of oils, linens, and other products used during class are included in the total cost of the program. In the spirit of open source, ASIS allows all students to use and reuse the materials given to them for their personal development. This is not an invitation to copy our materials for resale or profit. All ASIS campuses have wifi available for student study and research.

MASSAGE TABLES & CHAIRS

ASIS provides all massage tables and chairs needed for in-class and student clinic practice, so that students do not need to purchase them during the program. However, new and used equipment may be purchased directly through the school.

ADVISING

Advisor time may be scheduled with members of the staff. At ASIS, student safety is as important as the education itself, and we recommend that all students review the school's [Crime and Safety Policy](#).

LICENSING

The Arizona School of Integrative Studies is licensed by the Arizona State Board for Private Post Secondary Education, and is a member of the AMTA Council of Schools.

Massage licensing is handled differently in each state. In the state of Arizona, licensing is managed by the AZ State Massage Therapy Board. These fees are included in your total cost of the program. For your state's license information, [click here](#).

Say YES
When nobody asks!

LAO PROVERB



COMMUNITY CIRCLE

Students at the ASIS are encouraged to participate in the growth and development of the group. There are regular circles offered as a forum for ideas and dialogue. These meetings foster interpersonal and communal development. Although one or more members of the staff are present to help facilitate these circles, every effort is made to create an egalitarian atmosphere.

For a more confidential interaction, administrative staff members are available for one on one meetings. All ideas or grievances will be considered with open ears, open minds, and open hearts.

STUDENT RESOURCE CENTER & FACILITIES

ASIS has endeavored to support the students' learning potentials by providing a beautiful & practical learning environment. All ASIS campuses have free wifi for students, as well as a library which consists of hundreds of books and periodicals for students to read and study at school, or to check out for at home use. In addition, ASIS enrolls all students in its Moodle based learning portal.



...Tell me,

What is it you plan to do
with your one wild and precious life?

MARY OLIVER

JOB OPPORTUNITIES

ASIS maintains a listing of available positions that are sent to the school and on its alumni website. This file is updated by the staff and available to the students. The school does not guarantee job placement as a result of completion of the program. Self-employment and part-time work are common vocational objectives for massage therapists.

GRADUATE PLACEMENT

ASIS offers assistance with job placement for all graduates. As a result of their training at ASIS, successful graduates gain the skills to work in a wide variety of locations; private practice, spas, chiropractic and sports clinics, and other health care environments. The ASIS Facebook page posts ongoing job listings when available. While ASIS Massage Education makes every effort to assist graduates in reaching their vocational objectives, job placement is not and cannot be guaranteed. ASIS's Student and Career Services is available for student support regarding academic issues that may arise during the program, from specific learning challenges, to questions about school policies, to resources for writing cover letters and resumes.

While the Arizona School of Integrative Studies does not offer counseling, we do provide referrals to local professionals upon request, and actively encourage all entering students to establish and maintain personal support systems. Student and Career Services and the school's communications instructors can provide information on a variety of local resources. For more information on student retention and graduation rates, and the school's gainful employment statistics [click here](#).

CATALOG CONTENTS, INCLUDING PROGRAM DATES & TUITION

The contents of the Student Handbook & Catalogue of Studies and all materials and inserts including program dates and tuition for future programs, are subject to change without notice. ASIS Massage retains the right to change requirements, policies, and fees at any time. Provisions contained herein supersede all those previously published and do not constitute an irrevocable contract between any student and the school. Changes made after the publication of this catalog will be on file in the Main Office and will appear in subsequent documents.

HOUSING

ASIS offers no on-campus housing, and is not responsible for any housing choices.



In the end,
it is the reality of personal
relationship that saves everything.

THOMAS MERTON

CLASS OVERVIEW FOR 800 HOUR MASSAGE THERAPY TRAINING

This 26 week, full time, or 52 week part time training program is offered several times a year at each campus. All ASIS day time trainings are offered as full-time, intensive trainings, whereas the evening programs are considered part time.

This education fulfills Arizona's minimal requirements for licensure and is considered entry level. CPR & 1st Aid certifications are included, as well as the fees for your AZ state license. For Grading and Scheduling purposes, all semesters are scheduled on a quarterly basis. A typical sequencing for the Massage Therapy Certification is as follows:

	<u>Hours</u>
FUNDAMENTALS OF MASSAGE THERAPY	<u>189.0</u>
Swedish Massage and Special Populations	98.0
Anatomy & Physiology, Kinesiology & Palpation	48.0
Communications, Ethics & Business	25.5
Therapeutic Processes, Chiropractic,	
Universal Precautions, Health & Hygiene	18.0
Supervised Clinic Practicum	0
THERAPEUTIC MASSAGE 1	<u>214.0</u>
Neuromuscular Therapy, Connective Tissue Massage,	
Cranial Sacral &/or Reflexology, Hydrotherapy	99.0
Anatomy & Physiology, Kinesiology & Palpation	60.0
Communications, Ethics & Business	7.5
Therapeutic Processes, Chiropractic,	
Universal Precautions, Health & Hygiene	12.5
Supervised Clinic Practicum	35.0
ASIAN & ENERGY THERAPIES	<u>167.0</u>
Shiatsu, TCM &/or Ayurveda, Thai Massage	
and Polarity Therapy,	109.0
Anatomy & Physiology, Kinesiology & Palpation	12.0
Communications, Ethics & Business	5.0
Therapeutic Processes, Chiropractic,	
Universal Precautions, Health & Hygiene	12.5
Supervised Clinic Practicum	30.0
THERAPEUTIC MASSAGE 2	<u>230.0</u>
Injury Rehabilitation, Sports Massage,	
Connective Tissue Therapy, AIM	98.0
Anatomy & Physiology, Kinesiology & Palpation	52.0
Communications, Ethics & Business	25.0
Therapeutic Processes, Chiropractic,	
Universal Precautions, Health & Hygiene	18.0
Supervised Clinic Practicum	35.0

TOTAL COURSE HOURS

800

STUDENT WELCOME BOOK



www.asismassage.com

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As we become freer and happier,
we cease to act in ways that
make others suffer,
and we are able to bring
about change around us
and to help others
become free.

THICH NHAT HANH

To apply at any ASIS campus,
please [click here](#).

CLASS DESCRIPTIONS FOR MASSAGE THERAPY TRAININGS

CONJUNCTIVE STUDIES

The purpose of the conjunctive studies that are taught within the massage training programs at ASIS Massage Education is to provide students with a variety of massage related skills and knowledge at the theoretical and experiential levels. Effectiveness in the field of massage therapy is grounded in solid technical skills, tactile sensitivity, compassionate presence and theoretical understanding. A substantial portion of the conjunctive studies format is devoted to the study of Anatomy / Physiology and Kinesiology / Palpation of the human body, Hydrotherapy, Therapeutic Process and Communication Skills. The conjunctive studies curriculum is completed with Business Practices, Professional Standards, Scope of Practice, Ethics, and Law, and a CPR & 1st Aid certification.

The classes are a mixture of intellectual and body-centered learning. At this level of training the student is exposed to teaching methods based on the belief that learning is a multi-dimensional process. In addition to traditional lecture and discussion, the student is invited to participate in an ongoing dialogue between him/herself and others. This process can uncover and release patterns of emotion, thought, and belief which may inhibit enjoyable learning. These patterns, while often stemming from educational environments of the past, are a rich and fertile ground of discovery when they arise in the present. What may initially be viewed as a stumbling block can, in an atmosphere of sensitivity and respect, become a great gift. Every effort is made on the part of the faculty to provide students with a safe, rich, and diverse learning environment that can be individually paced and tailored to the needs of specific learning styles. When various dimensions of personal experience are allowed expression, personal and collective development are enhanced. The conjunctive studies course content has been carefully selected and undergoes review on a regular basis. The faculty at ASIS have found the content and context of these classes to be invaluable parts of a wholistic approach to massage therapy and education.

PERSONAL JOURNAL

ASIS believes that the deepest and most meaningful work must begin within the individual. Through journaling, students have the opportunity to reflect on and take responsibility for their belief systems, their learning processes, and their emotional and physical experiences within the classroom and within the therapeutic relationship of giving and receiving bodywork. Journaling is the homework segment of the Communications & Ethics, and the Therapeutic Process courses. Students must submit a summary of their journaling experience as part of their Communications grade.



Treatment originates from outside
whereas healing comes from within...

DR. ANDREW WEIL

MASSAGE MODALITIES

The intent of the massage modalities interspersed throughout the massage training programs at the ASIS is to educate and assist the student in finding their own voice in the massage profession. The modalities are carefully chosen to blend eastern and western philosophies, as well as deep and light touch, thereby giving the student the opportunity to learn to affect their clients on all levels: physically, energetically, and emotionally. It is our underlying belief that each student has a great intelligence that will guide them throughout their profession, helping them to discern the most beneficial work to support the health of their client. The primary role of the therapist is to be one who listens to both the words and tissues of the client, and then uses whichever “tools” would be in that client’s best interest. It is in this way that the therapist can act as a teacher of greater health and wellbeing, which then facilitates the healer that lives within each recipient.

By integrating a variety of modalities, ASIS believes that the student is then free from dogma, and is more able to access their own inner voice in the therapeutic process. The more tools that a therapist brings to their table, the more capable they are to truly support their client. Throughout the program, students are encouraged to explore their own truth and preferences within the form of each modality, opening to a kinesthetic and cognitive understanding of all that is taught. What may at first appear as a less personally interesting style of work will later become an integral part of the individual’s repertoire for creative expression and healing.

It is the desire of the staff to graduate competent, creative therapists who have developed their own abilities to visualize, assess, and understand anatomy, coupled with a sensitivity to palpate the whole person, all while listening deeply.

All classes are a blend of didactic lecture learning and discussion, coupled with hands -on practical application. At all times, the importance of confidentiality is emphasized.

That is what learning is.
You suddenly understand something you’ve understood all your life,
but in a new way.
DORIS LESSING

CLASS DESCRIPTIONS FOR MASSAGE THERAPY TRAININGS

SWEDISH MASSAGE

The first five weeks of the program are spent learning the basic strokes of Swedish Massage. This modality focuses primarily on affecting the circulatory systems of the body by using a variety of strokes which help bring about balance and relaxation for the client. In these beginning weeks, much attention is given to the development of healthful body mechanics, respectful use of draping, universal precautions, and fundamental therapist/client communication. At the end of this part of the massage modalities, a student can expect to have acquired the skills and sensitivities necessary for subsequent segments.



CONNECTIVE TISSUE MASSAGE (CTM)

This modality addresses the superficial and middle layers of connective tissue (fascia) in the body and effectively promotes relaxation, vitality, and increased awareness of postural bio-mechanics. Connective Tissue Massage is designed to introduce the student to a fundamental level of sensitivity and effectiveness with regards to working with the fascia of the body. However, towards the end of the program, this therapy specifically enhances awareness of how posture and the movement patterns of the body are dynamic and are influenced by environment, nutrition, emotion and experience. Body reading, postural analysis, and functional assessments are addressed. Clients who receive CTM can often experience a greater sense of balance and alignment. This class is an introduction to Structural Integration.

CRANIOSACRAL

Craniosacral therapy is a holistic healing practice that uses very light touch to balance the craniosacral system in the body, which includes the bones, nerves, fluids, and connective tissues of the cranium and spinal area.

NEUROMUSCULAR THERAPY (NMT)

This therapy focuses on releasing acute or chronically contracted muscles and tendons by applying specific and direct point pressure to the myofascia of the body. The technique is similar to Oriental acupressure (Shiatsu) with regards to methodology, yet different in terms of physiological influence. NMT is a simple and effective way to reduce pain, tension, and stress that can result from injuries, poor posture and unbalanced nutrition. The method can also gradually re-educate the neuromuscular system so that habitual patterns of restricted physical movement are reduced, and awareness of the causal level of tension is increased.

SHIATSU & ASIAN STUDIES

Shiatsu is a Japanese form of bodywork designed to promote health by influencing and improving the state of energy in the body. This modality addresses the client's energy (chi) through finger pressure on acupressure points along the meridians in the body. Various perspectives of Asian influenced movements and stretching are addressed. Students become familiar with basic Oriental theory, the 12 meridians, the five elements, and many of the acupoints for muscular release and energy movement.



POLARITY THERAPY

The forms of bodywork taught in this segment of the program deal with the concept and experience of life energy. Polarity Therapy is based on principles drawn from Chiropractic and Osteopathic medicine, as well as the healing arts of China and India. The resulting unique synthesis addresses life energy as it manifests at the physical, emotional and mental levels. The physical pressure of the hands-on techniques can range from very light to moderately firm, blended with rocking, vibration and stillness. The overall intent is to draw the client's awareness to the patterns of life energy that form the body/mind continuum.

INJURY REHABILITATION & SPORT MASSAGE

Sports Massage is an integrative modality designed to help athletes throughout a variety of training phases. Within this modality the student is educated on several sports massage techniques: pre-event massage, post-event massage, flexibility programs, and maintenance massage, however the emphasis of this training is looking at repetitive motion injuries, injury assessment, and development of a rehabilitative protocol. Throughout the school session students have the opportunity to practice on competing athletes at local events.

INTEGRATIVE MASSAGE

The intent of this body of work is to allow the student opportunities to increase creativity, spontaneity and refinement of existing skills, while exploring the interface between the body and the mind. These classes are used as an opportunity to practice the blending of the learned techniques, as well as a time to introduce the students to a variety of other massage modalities, ranging from Infant Massage to massaging the elderly. Ultimately, a holistic approach of this nature is aimed at supporting individuals in experientially knowing themselves and their work more fully. This process of discovery in self-knowledge will often lead to greater self-responsibility, happiness and peace

HYDROTHERAPY

Hydrotherapy is defined as using water for therapeutic purposes. Yet with the continued and growing popularity of spas and resorts, it becomes much more than this to the thousands of recipients of Hydro treatments. Hydrotherapy is an ancient modality dating back to 4500 BC, and remnants of its existence can be found in most cultures throughout the world.

At ASIS, therapeutic applications of heat and cold, ice packs, bodywraps, Kneip therapies, whirlpools, flower essences, essential oils, and other therapeutic tools and procedures are discussed or practiced in the school setting. Students learn how to incorporate these tools in their massage practice, for hydrotherapy was the first medicine, to influence modern techniques used by naturopaths, physical therapists, massage therapists, orthopedic physicians and spas.



Solutare Per Aqua
HEALTH THROUGH WATER

CHIROPRACTIC ASSISTANT TRAINING

Interspersed throughout the program, students will receive training for becoming a Certified Chiropractic Assistant (CCA). These classes prepare therapists to work in a cooperative relationship within a chiropractor's office. A CCA is required by the State of Arizona for an individual to assist in chiropractic modalities. Graduates from ASIS receive a CCA, with an emphasis in Physiotherapy and Acupuncture, record keeping, charting and client confidentiality upon completion of the 800 hour Massage Training.

The ASIS Massage & Chiropractic Assistant Curriculum meets the requirements for Arizona's and most other states' licensure.

ADDITIONAL HOURS

SUPERVISED STUDENT CLINIC

Students are required to complete sixty supervised student clinic sessions. This time is intended to help prepare the student to meet their clients in a professional setting, giving the student invaluable experience in business & marketing, charting and note taking, and the chance to massage a wide variety of clients. Students will perform a Clinic Readiness assessment to start in Clinic, and a Clinic Completion assessment to complete clinic requirements.

Student Clinic is truly the laboratory of Massage School. In this supervised setting, students are encouraged to utilize their communication skills, and their assessment & SOAP note skills, while practicing the massage modalities they are learning in class. In addition to the sixty sessions, students are scheduled to be Clinic Coordinator Assistant three times, as an opportunity to experience the business aspects of being a Massage Therapist. Student Clinic is scheduled between 4 - 6:30 PM, Monday through Thursday, and Saturdays for Evening Program students.

In a mock setting, students are treated as contracted labor in the student clinic.

To book an appointment in an ASIS Student Clinic, please contact the desired location:

Flagstaff:	928.226.1400
Mesa:	602.833.6500
Prescott:	928.717.2747
Tucson:	520.343.0338

ADDITIONAL COURSES OF STUDY

ASIS Massage is committed to the needs of massage therapists in Arizona and throughout the country. As added classes, ASIS offers a series of continually changing weekend CEU & Workshops for Massage Therapists, Ranging from Shiatsu to Structural Integration, Massage Teacher Training to Cranio-Sacral, Injury Rehabilitation to Essential Oils.

All ASIS Massage CEU courses are approved by the AZ Board of Massage Therapy and NCBTMB. For a list all schedule CEU course [click here](#).

To apply at any ASIS campus, please [click here](#).



It is our desire to
graduate competent,
creative therapists
who have developed their own abilities
to visualize and understand anatomy,
coupled with a sensitivity
to palpate the whole person,
all while listening deeply.

ASIS STAFF



Do not think that love,
in order to be genuine,
has to be extraordinary.
What we need is to love
without getting tired.

MOTHER TERESA

FACULTY & ADMINISTRATION

By integrating a variety of modalities, ASIS believes that the student is then free from dogma, and is more able to access their own inner voice in the therapeutic process. The more tools therapists bring to their tables, the more capable they are of truly supporting their clients. Throughout the program, students are encouraged to explore their own truths and preferences as they experience a variety of educated instructors who specialize in a variety of modalities. What may at first appear as many perspectives, from several determined instructors, will later become an integral part of the individual's repertoire for creative expression and healing.

It is the desire of the staff to graduate competent, creative therapists who have developed their own abilities to visualize and understand anatomy, coupled with a sensitivity to palpate the whole person, all while listening deeply. ASIS instructors engage with their students because they believe in the importance of this work. We offer a diverse group of qualified practitioners, who believe in high standards, kindness, and generosity. With excitement for their respective fields and commitment to a collaborative educational process, our teachers choose to teach because they believe in the possibilities for their students, and massage therapy as a profession.

ASIS Massage Education is registered with the Arizona Corporation Commission as the Arizona School of Integrative Studies, LLC, is Licensed by the AZ State Board for Private Post Secondary Education, and is approved by the Arizona State Board of Chiropractic to offer a certificate in Chiropractic Assistant. In August 2013, ASIS received Accreditation by the Accrediting Council for Continuing Education & Training (ACCET), and then in March 2014, the U.S. Department of Education approved ASIS to offer Federal Financial Aid to those who qualify.

ASIS is owned and operated by Joseph & Jamie Rongo, David Merwin, & John Robinson.

For all inquiries about the school's legal status, please contact the main office at 639 North 6th Avenue, Tucson, AZ 85702.

For more detailed biographies of ASIS's competent and committed staff, visit our [Faculty Listings](#).

For the history and administrative staff at ASIS, visit our [School Administration](#).

COME LIVE THE LEARNING...!

ASIS MASSAGE EDUCATION

This application is to be completed in detail, signed by the applicant (and her or his parent/guardian in the event the applicant is a minor) and returned with a \$50.00 application fee to the Arizona School of Integrative Studies.

Date _____ Last Name _____ First Name _____ Middle Name _____

Permanent Mailing Address: City, State, Zip _____ Area Code & Telephone # _____

Social Security # _____ EMAIL ADDRESS _____ Birth Date _____

Gender: M ☐ F ☐ Neither ☐ Age Group: 18-25 ☐ 26-35 ☐ 36-45 ☐ 46+ ☐ US Citizen yes ☐ no ☐

Ethnicity: Caucasian (European Descent) ☐ Hispanic/Latino Descent ☐ African Descent ☐
Asian Descent ☐ Native American ☐

Program Desired: Full Time ☐ Part Time ☐ Start Date: _____

ASIS is eligible to offer Federal Financial Aid for those who Qualify. For more information please [click here](#).

Are you currently, or have you since the previous July, received Federal Financial Aid? Yes ☐ No ☐

If currently receiving Federal Financial Aid, when do you graduate? _____

Campus Attending (please check one):

Mesa
209 West Main
Mesa, AZ 85201
602.833.6500

Flagstaff
113 W. Phoenix Ave.
Flagstaff, AZ 86001
928.226.1400

Tucson
639 N. 6th Ave.
Tucson, AZ 85705
520.343.0338

Prescott
217 N. Cortez St.
Prescott, AZ 86301
928.717.2747

asis@asismassage.com flagstaff@asismassage.com tucson@asismassage.com prescott@asismassage.com

☐ In Case of Emergency, Please Contact: _____

Last Name _____ First Name _____ Relation to Student _____

Street Address: City, State, Zip _____ Area code & Telephone # _____

How did you hear about this school? _____

References - Please list the names, addresses, and telephone numbers of two people unrelated to you:

Name _____

Name _____

Address _____

Address _____

Telephone _____

Telephone _____

asis@asismassage.com

888.517.ASIS (2747)

www.asismassage.com

Education:

Name of High School _____ Date Graduated or GED _____

Address: City, State, Zip _____

Name Recorded on Transcripts (If Different From Application) _____

Highest level of education Completed: High School/GED ☐ Bachelors ☐ Graduate Degree ☐

Name of College or University _____ From _____ To _____ Degree or Certification _____

Please list previous Experiences or Trainings in Massage Therapy: (List names of schools and /or trainings and dates attended)

Have you ever been convicted of a Felony? Yes ☐ No ☐
(If yes, please give details and include information about current litigation, if any. Use a separate sheet of paper if necessary.)

Are there any things you would like us to know about your mental or physical health (ie. communicable diseases, surgeries, medications, allergies, physical limitations.) This could be pertinent for receiving massage in the class environment. Use the space provided at the end of this application if necessary.

Please Include the Following when Mailing in This Application:

*A Brief Biographical Sketch Explaining Your Motivation for
Training in Massage Therapy and
Your Philosophy of Health Care

*Your Academic Transcripts

*A \$50.00 Application Fee Made Payable to the
Arizona School of Integrative Studies.



I have read this catalogue and completed this application to the best of my knowledge and I state that the information I have given is true and correct. I am also aware of the school's policies as stated in the catalogue.

Signature _____ Date _____

Please do not write below this line

Received By: _____ Date _____

Accepted By: _____ Date _____

Comments: _____

Transferred Credit In: ☐ Federal Pell Grant: ☐ Subsidized Stafford Loan and No Grant: ☐ No Federal Aid at all: ☐

asis@asismassage.com

888.517.ASIS (2747)

www.asismassage.com

Feel free to utilize this page for additional explanations or comments related to previous application questions: