



# EVERYDAY BLISS

YOGA + MASSAGE



**EVERYDAY BLISS COURSE CATALOG | VOLUME #35 | REVISED AUGUST 2018**

555 S. Executive Drive Suite 150, Brookfield, WI 53005 | (262) 781-8102  
[www.everyday-bliss.com](http://www.everyday-bliss.com)

**YOUR BEST YOU. IT'S WHAT WE DO.**



### OUR VISION

Our vision is to inspire global self-realization.

### OUR MISSION

Our mission is to inspire global well-being as the premier provider of superior quality, holistic wellness services and education.

### POINTS OF CULTURE

Gratitude | Integrity | Team Work | Excellence | Dedication | Education | Expansion

### A SPACE WHERE YOU CAN GROW

Everyday Bliss Institute for Holistic Wellbeing has profoundly inspired thousands of people from around the world to experience balance, peace of mind, transformation and healing in order to realize their full potential. Founded in 2002 as YogAsylum, we've since expanded our services and professional career training by acquiring Milwaukee School of Massage in 2016. Join us for daily yoga classes, monthly workshops & events, yoga adventure retreats, and professional career training in massage therapy and yoga teacher certification.

## YOUR NEW CAREER BEGINS HERE!

Are you ready to bring the power of healing to others? Does the idea of doing what you love every day excite you? If you have daydreamed about it, journaled about it, or devoted time to visualizing it, the time is now. YOU have the power to make a difference in the world and we will teach you how.

Our programs are designed to facilitate personal transformation on all levels: Physically, Mentally, Emotionally, & Spiritually. And now's your chance to experience this for yourself.

## NOW ENROLLING

### **MESSAGE THERAPY TRAINING | 750 course hours**

#### **EVENING PROGRAM**

12-months

Mon, Wed, Thurs, 5:30 - 9:30 p.m. & every other Sat 1:30 - 6:30 pm

#### **DAYTIME PROGRAM**

12-months

Mon, Wed, Fri, 9:30 a.m. - 2:30 p.m.

### **YOGA TEACHER TRAINING | 200 course hours**

#### **BI-WEEKEND PROGRAM**

4-months

Fridays, 6:00 - 9:30 p.m.

Saturdays, 9:00 a.m. - 7:00 p.m.

Sundays, 9:00 a.m. - 5:00 p.m.

Life as a holistic entrepreneur is incredibly fulfilling. Holistic wellness is rapidly increasing in popularity as more and more people are seeking alternatives in health care as well as a mind-body-spirit connection. What does that mean for you? The possibilities are endless! Get started on your path toward becoming a holistic entrepreneur today!

Join our caring community of teachers, staff and fellow students through an amazing journey of self discovery. We are committed to supporting you on your journey by providing an exceptional educational experience that is truly life changing. You'll be fully prepared to safely and confidently pursue your practice with skill and integrity, while celebrating your own individuality.

## **PHILOSOPHY**

Everything is connected. To practice what we preach, we operate in an environmentally and socially responsible manner. It's just good karma. We believe wellness is for every body. Our intention is to provide a home for the healing arts and exist in accordance with our vision, mission and culture.

Our goal is to provide each student with the foundation to safely and confidently practice with skill and integrity while celebrating his or her individuality. We encourage each student to embark on a journey that ultimately reveals their true nature in order to live their greatest potential.

## **TRAINING PROGRAMS**

### **Massage Therapy**

IF HELPING PEOPLE IS YOUR PASSION, TURN IT INTO A PROFESSION

Enjoy a rewarding and satisfying career.

In today's stressful world, more and more people are turning to massage therapy as a natural alternative to improve their overall health and well-being. And as the popularity of massage therapy increases, so does the demand for well prepared massage therapists. Over the course of 20 years we have provided the very best quality training available. We look forward to helping you achieve your dream of becoming a professional massage therapist.

### **Yoga Teacher Certification**

IT'S WHAT YOU LOVE. MAKE IT WHAT YOU DO.

People quickly fall in love with yoga and commit to make it a part of their lives. Others want to go even further and pass on this gift by becoming yoga teachers. We can help you make this dream a reality. We offer one of the world's most comprehensive Yoga Teacher Training and Certification Programs right here in the Midwest. Whether you're looking for an ever-rewarding career or are a yoga teacher looking to brush up and hone your skills, this is the course for you.

## **FACILITIES AND EQUIPMENT**

Everyday Bliss Institute for Holistic Wellbeing is located just West of Brookfield Square Mall in Brookfield, Wisconsin.

The facility features two classrooms for lecture, practice and clinical instruction, eight treatment rooms for one-on-one instruction or appointments, study room, laundry facilities, offices and a retail/reception space. Multiple tools such as massage tables and chairs, anatomical models, books, dry-erase boards, skeletons, power point presentations and handouts are utilized for instruction. Free parking is available. There are multiple restaurants and grocery stores nearby where students can acquire food and beverage. A quaint landscaped area with picnic tables behind the building provides a relaxing break experience.

Our state-of-the-art facility additionally features:

- Feng Shui principles
- Earth friendly studio cleaning supplies
- Earth friendly, fair trade or locally made boutique products.
- Handicapped accessible, meeting ADA standards.

Experience the Difference:

- Voted Milwaukee's Best Yoga Studio by WISN's A-List.
- We are a vocational school for training & certifications, registered with Yoga Alliance and approved by the Wisconsin Educational Approval Board (WEAB).
- We accept the Military Spouse Career Advancement Accounts (MyCAA) Program.
- We accept the GI Bill.
- We offer a full service Wellness Center featuring Yoga, Massage, Myofascial Release, CranioSacral Therapy, Mediumship Readings, and Reiki Healing.
- We are a center for spiritual advancement, personal transformation and healing by hosting internationally renowned authors, teachers, new-thought leaders and visionaries through workshops and special events.
- We are an intimate venue for Kirtan, new age and other musical artists.
- Founding business member of the Green Yoga Association.

As a philanthropist, Everyday Bliss supports charitable organizations and non-profits through fundraisers, community classes and gift certificate donations. We have generously donated over \$100,000 in gift certificate donations since our inception. In addition, our faculty participates in High-Interest Day and Earth Day presentations in local area schools.

## **SCHOOL OWNER**

**Pamela Bliss** is the owner of Everyday Bliss. She holds an M.A. in Transpersonal Psychology with concentration studies in Ecopsychology, in addition to degrees in Nursing, Yoga and Ecology. Pamela is a Yoga Teacher Trainer, meditation CD artist, intuitive medium and inspirational speaker who teaches at conferences internationally.

## **FACULTY MEMBERS**

Owner: Pamela L. Bliss, MA, BSN, RN, E-RYT

School Administrator: Colleen McKillen, RMP, WLMT 13318-146

Instructors:

Melissa Young, BA, WLMT

Ingrid Richardson, MA, BA, WLMT

Pamela L. Bliss, MA, BSN, RN, E-RYT

Kevan Creighton, ATC, WLMT

Kevin McCoy, PT, Rolfer

Thomas Gonring, BA, WLMT  
Margaret Dienhardt, BA, WLMT  
Cindy Wysocki BA, WLMT, Expert Level JFB Myofascial Release Therapist  
Alexis Loberger, WLMT  
Elise Krause, RYT, PA

## **ADMISSIONS AND ENTRANCE REQUIREMENTS**

- Applicants must be at least 18 years of age (government issued identification required).
- Submit a completed application for admission.
- Attend a facility tour and admissions interview with the school administrator.
- Present a high school diploma or equivalent.
- Provide one letter of recommendation noting her/his credibility of character.
- Present a letter from a health care professional stating that she/he is in good physical, mental, and emotional health and is physically able to perform techniques with no adversity to her/his well being.
- Applicants should be computer literate and have access to e-mail as all course materials and correspondence will occur electronically.
- Applicants must be capable of honoring financial obligations for the cost of the program.

PLEASE NOTE: Applicants are encouraged to submit applications early, as space in the programs are limited and fill as qualified applicants are approved. Upon completion of all enrollment requirements, accepted applicants must sign an enrollment contract. Applicants are officially enrolled and a spot in the program is secured once the enrollment contract is signed and a \$500 deposit is provided. Program placement is on a first-come, first-serve basis. Students will also be required to sign a standard Liability Release, the Code of Ethics Agreement, a Catalog Release and a Copyright Agreement.

## **HOW TO APPLY**

Submit a completed application form to the school. Application to the program does not guarantee acceptance. Upon receipt of above an admissions interview and facility tour will be scheduled. All applicants are required to have an interview with the School Administrator or Director. Applicants should think of questions prior to the interview and bring those to the interview. Applicants will be notified of acceptance by telephone, via e-mail or at the time of interview.

## **APPLICATION DEADLINE**

The application deadline is two weeks prior to the first scheduled class of each program.

## **ADVANCED STANDING POLICY FOR PRIOR EDUCATION & TRAINING**

The **massage training program** provides advanced standing for those who have documented post graduate study in Anatomy and Physiology or graduated from a state licensed or accredited school. Admissible documentation minimally includes but is not limited to:

- Post graduate school transcripts
- Diplomas
- Certificates
- Letters from or verbal discourse with verifiable instructors or administrators

When documents are found satisfactory, the student is allowed to test out of academic and clinical classes already completed elsewhere with a C or 75% grade or better. The test out grade then must be 75% or better. A minimum of 100 hours must be completed with the massage training program through Everyday Bliss post transfer in order to receive a diploma. Only participants transferring in from a state licensed or accredited schools can negotiate a reduced tuition fee.

The **yoga training program** does not offer advance standing.

## **A VOCATIONAL EDUCATION**

Everyday Bliss is an institute of wholistic studies that measures its program in vocational hours of education. Students will be awarded a a diploma upon graduation (not a degree).

## **STUDENT RECORDS**

Student records are maintained on premises in computer and/or hard copy files. Records maintained consist of admission application, academic progress, exam grades, attendance records, student related staff communications and certifications. All student files are kept confidential. Only staff and the individual student have access to her/his file. An individual student can peruse her/his file upon request during regular school hours. Student files will be destroyed after five years from the student's class graduation. A permanent class record will be kept of the student's enrollment, final grades, attendance record, and status as of the end of the program. This class record will also be kept confidential. Records will only be sent to the participant unless the participant makes a request otherwise. Records are private and students must contact the office in writing to obtain records or to obtain a replacement graduation certificate. Upon completion of the program a certificate of completion or diploma will be provided to the student. Replacements can be obtained for a \$25 fee.

## **TUITION**

### **Massage Therapy Training Program \$11,888.**

This includes all required textbooks, school catalog, massage table, face cradle, massage table carrying case, holster, bottle, linen and cream usage. An unlimited yoga membership is included for the duration of the training.

**Yoga Teacher Training Program \$3,888.**

This includes the training manual. Please budget approximately \$100 for the required reading material. Textbooks can be purchased through any book retailer. An unlimited yoga membership is included for the duration of the training.

Check, Cash, or Cashier's are accepted forms of payment. Visa and MasterCard are also accepted with a 3% processing fee. Upon acceptance to the school a \$500 deposit must be submitted within seven days to hold a place in the class for the student. The remaining downpayment balance of \$1,000 is due prior to the first session.

**Payment plans are available upon request; finance fees apply.**

One fourth of the tuition payment or the first payment of the financing contract must be paid one week prior to the first day of class in order to attend. The remaining balance must be paid in full no later than 1 week prior to graduation unless other arrangements have been made. No transcripts, diploma, or any correspondence regarding school attendance will be issued until tuition payment is received in full.

Direct-to-school extended financing options are also available to qualified applicants at an interest rate of 9%. Minimum down payment of \$500 must be paid one week prior to the first day of class in order to attend. No transcripts, diploma, or any correspondence regarding school attendance will be issued until tuition payment is received in full.

**Are you a veteran?**

We are approved by the State of Wisconsin Department of Veterans Services for GI bill benefits. *These benefits are available for the Massage Training Program only.*

**Are you the spouse of active military personnel?**

We accept the Military Spouse Career Advancement Accounts Program (MyCAA). The MyCAA is a workforce development program that provides up to \$4,000 of financial assistance to eligible military spouses who are pursuing a license, certification, or Associate's degree in a portable career field and occupation. Qualifying military personnel and their spouses can apply and receive financial assistance for the full amount of tuition! Please check out the fact sheet and contact the studio at 262-781-8102 for more information.

**CANCELLATION AND REFUNDS**

A full refund will be provided:

1. In the event the student Cancels within 3 business days of class beginning.
2. If the accepted student was unqualified.

3. Enrollment was procured as the result of any misrepresentation in the written materials used by the school or in oral representations made by or on behalf of the school.

**Notice of Cancellation** from the school's program is the responsibility of the enrolled student and should be done using the "Student's Right To Cancel" EAB form 1.07. Upon receipt of the form, refunds will be mailed within 10 business days to the last known address of the student.

A student may choose to **withdraw** from enrollment during the course of semester. Notification is preferred in writing or by email, but not required. A student will be dismissed by Everyday Bliss when he/she is absent for 5 continuous classes of instruction without any explanation. Everyday Bliss will treat the absence as an act of withdrawal.

The refund will be calculated on the last date of attendance on a pro rata basis, which will be the date of withdrawal or the date of dismissal.

A student who cancels or is dismissed after attending at least one class, but before completing 60% of the instruction in the current enrollment period is entitled to a pro rata refund as follows:

After Completion of at Least:	Prior to Completion of:	Refund Amount:
0 Classes	First Day of Class	100%
1 Unit/Class	10% of the Program	90%
10%	20% of the Program	80%
20%	30% of the Program	70%
30%	40% of the Program	60%
40%	50% of the Program	50%
50%	60% of the Program	40%
60%		No Refund

Subtracted from the pro rata refund will be a one-time application fee of \$100, and the cost of textbooks and any massage equipment purchased at the student's direction that are not returned to Everyday Bliss in 'Like New' condition. Additionally, if the enrolled student secured tuition funding with the Tuition Financing (TFC) program, the \$10 monthly fee charged to Everyday Bliss for the enrolled student loan will be also subtracted from the tuition refund on a pro rata basis. The refund balance will be made payable to the enrolled student and mailed within 35 business days to the last known address of the student.

**Please note:** Everyday Bliss does not offer employment services or guarantee employment upon completion of this program.

## **STUDENT CONDUCT**

Ethics are taken very seriously at Everyday Bliss Institute as they are essential to the practices of Yoga and Massage. The ethics statement outlines our behavioral expectations. Participants should be familiar with the statement and adhere to it. The ethics statement and ethical behavior will be studied in class.

Students are required to follow all school rules and policies as outlined in the catalog. Students are expected to behave as mature adults. Students that are disruptive may be terminated from the program at the School's discretion. Disruptive behaviors include, but are not limited to: chronic tardiness, harassing other students, defamatory statements either oral or written about any student or teacher or the school, breach of confidentiality, possession or being under the influence of drugs or alcohol during school sessions, destruction of school property, behavior creating a safety concern, abusive language, or using electronic devices for non-class related functions. Students will receive one written warning from staff. If disruptive behavior continues, the student will receive notice of academic probation and may be terminated from the program unless the behavior is corrected.

## **ATTENDANCE**

Attendance for all programs will be taken at each class session. Records are maintained on premises in computer and hard copy files. Attendance in all sessions is mandatory. If you anticipate missing class sessions, please notify the school administrator or instructor prior to class. In the event of an absence, the participant must meet with the course instructor(s) to agree on a plan to learn the missed content and fulfill the required hours. Meetings, conferences, make-up (including make-up exams), reviews, and any other occurrences resulting from absences will be charged \$25 per hour. All missed material is expected to be made up within 1-month.

**Massage Therapy student** make up hours are designed to meet the needs of the student while maintaining the integrity of the coursework. They may range from but are not limited to viewing pertinent videos, copying teacher notes, supervised study hall, homework assignments, clinical make-ups, written papers, attending institute yoga classes, and study projects. Five percent (37.5 hours) of the class hours may be made up in this manner. Permission may be granted by the chief administrator in unusual circumstances to exceed this cap. All make-up time MUST be supervised by designated staff. No more than 8 hours may be made up through attending Yoga classes. Homework completed during these make up hours must be graded at 75% or better for the make up hours to be valid. Attendance records will be available for review during the fourth, eighth, and twelfth month. Students are provided with transcripts quarterly to keep them informed of their performance in the program. This highlights deficiencies they may need to correct as well as successes they are achieving. Failure to maintain 100% attendance or to make up missed class hours appropriately will result in an ineligibility for graduation.

Attendance records are maintained by the chief administrator. The chief administrator or class instructors records the students' attendance and make up hours in the attendance book and then return it to the administration office after each class. Students attending classes over multiple semesters must complete the program within 3 calendar years to receive a diploma. Failure to complete within this timeframe will result in needing re-enroll as a new student and retake all previously completed hours.

### **HOLIDAYS OBSERVED**

Everyday Bliss Institute of Holistic Wellbeing recognizes the following holidays: New Years Day, Easter, Memorial Day, Independence Day, Thanksgiving Day, Christmas Eve and Christmas Day.

Additional closures related to the safety of our students and staff, such as inclement weather, are at the discretion of administration. Estimated completion dates and make up days are factored accordingly and may extend program dates of completion.

### **TARDINESS**

Punctuality is required. If the scheduled session begins and the participant is not present that is considered tardy. Lateness is calculated in 15 minute increments. Arriving 5 minutes after the start of class results in a 15 minute tardiness, 16 to 30 minutes late equals 30 minutes, etc. Make-up time is counted in full 15 minute increments. Anything less than 15 minutes will not be recorded as make up time. This hour must be made up as described in "Attendance" and may be subject to a \$25 per hour fee.

### **LEAVE OF ABSENCE**

Our attendance records do not distinguish between types of absences. The refund policy will apply to unused tuition. Should a participant need to discontinue the training and wish to continue their training at a future date, they will need to start again in a future program. If there has been an increase in tuition in the future program, the participant is responsible for the difference between the tuition when they originally started the program and the tuition when they continue the program.

A leave of absence (LOA) is a temporary period of time that the student is excused from their course of study. A LOA is offered to students when situations arise that require an extended period of absence from school for:

1. a medically related concern in which a physician requires the student to be out of school for a lengthy period of time.
2. a personal or family emergency.

In order to return from a medical leave, the student must provide a doctor's written notice of readiness to return back to school and any limitations that might be required. For any other concerns, if a student feels they need to take a leave of absence, the authorization of the leave will be based upon the school administrators discretion.

To apply for a leave of absence, the student must submit a request, in writing, with signature and date. The student must convey the necessity for the leave of absence and include a reasonable expectation of their intention to return. The school may also grant a leave of absence in the event that the student was unable to provide written notice due to unforeseen circumstances. A student granted a LOA is not considered to be withdrawn, and no refund calculation is required. The LOA, together with any additional absences, must not exceed a total of 180 days (calendar days) in any-12 month period.

When calculating the maximum time-frame for a student's approved LOA, the school must ensure that it accounts for all periods of nonattendance (including weekends and scheduled breaks). Thus, an approved LOA may not be more than 180 days, a school might have to reduce the length of a student's LOA if the 180th day is scheduled to fall on a day the school will be closed. The LOA extends to the student's contract period and maximum time frame by the same number of days taken in the LOA. The student returning from a LOA will return to school under the same progress status as when they left. The institute may not assess the student any additional instructional charges as a result of the LOA. If a student's LOA extends beyond the maximum time frame (the date of return) for a LOA, the student will be considered withdrawn and will need to reenroll to resume classes. The withdrawal date, for the purpose of calculating a refund, is always the student's last day of attendance.

**Enrollment Dates:** All students are expected to be in attendance from the starting date to the ending date as specified in the student contract. The start and completion of class dates are set for perfect attendance. Beyond that, it is the student's responsibility to begin to make up hours in each quarter. The student does not have the flexibility to determine which dates they would like to make up hours and will need to follow the schedule discussed with the school administrator. All missed hours must be made up to satisfy the state required licensing hours for that program. There may be a lapse of time between the class graduation date and the time in which a student may make up missed hours.

## **WITHDRAWAL**

Everyday Bliss Institute will honor any valid notice of withdrawal given after the 3-business-day cancellation period and within 30 calendar days after dismissal of the student or receipt of notice of withdrawal, will refund to the student any amounts due and arrange for a termination of the student's obligation to pay any sum in excess of that permitted under the refund standards noted in the "refunds" section of this catalog. A student will be deemed to have provided constructive notice of an intention to withdraw upon failure to attend classes for a period of 5

consecutive days without providing, prior to or during that period, an explanation to the school regarding the absences. Everyday Bliss Institute will refund to the student the amount due determined according to the previously noted schedules. The refund will be mailed 40 business days after receiving notice of withdrawal.

### **ACADEMIC PROBATION**

Students who fail to pay tuition as scheduled, miss too many classes, or behave inappropriately (see “Student Conduct”) will receive a written warning. A second incident of conduct policy violation may result in termination from the program. The School Administrator will determine if a student will be terminated from the program or if academic probation is the appropriate course of action.

### **DISMISSAL**

Dismissal may occur in the following situations:

1. Failure to pass each test with a grade of 75% or greater. Any test with a grade less than 75% must be retaken. A grade of 80% must be achieved on the first retake and 85% on the second retake.
2. Failure to correct unsatisfactory conduct, attendance, or become current with tuition after receiving a written warning.

### **READMISSION AFTER DISMISSAL**

Students may apply for re-admission to a future class. Admission is not guaranteed.

Re-admission requires re-enrollment as a beginning student and full payment of current rate tuition.

### **STUDENT COMPLAINTS**

Students having suggestions, concerns or complaints are encouraged to bring them to the attention of any school staff member. Any unresolved matters may be escalated to the School Administrator. The School Administrator’s decision on all complaints is final. If resolution can not be obtained, the student can contact the Wisconsin Education Approval Board for further assistance at:

#### **Wisconsin Educational Approval Board**

431 Charmany Drive, Suite 102 · Madison, WI 53719

Phone: (608) 266-1996 · Fax: (608) 264-8477

Email: [eabmail@eab.wisconsin.gov](mailto:eabmail@eab.wisconsin.gov)

## PROGRAM OUTLINES

### Yoga Teacher Training Program

#### IT'S WHAT YOU LOVE. MAKE IT WHAT YOU DO.

People quickly fall in love with yoga and commit to make it a part of their lives. Others want to go even further and pass on this gift by becoming yoga teachers. Everyday Bliss can help you make this dream a reality. We offer one of the world's most comprehensive Yoga Teacher Training and Certification Programs right here in the Midwest. Whether you're looking for an ever-rewarding career or are a yoga teacher looking to brush up and hone your skills, this is the course for you.

Yoga asks three primary questions: Who am I? Why am I here? What is my life's purpose? This is the central theme at the core of our yoga program and initiates the path to self-inquiry. Everyday Bliss is committed to supporting you on your journey to self-understanding and provides an experience that is truly transformational on all levels: physically, mentally, emotionally, and spiritually.

Our program is steeped in the classical yoga teachings to carefully preserve the authenticity of the traditional yoga practice. There are no experience prerequisites for this yoga program and students of all levels are encouraged to apply.

The Everyday Bliss Teacher Training program exceeds the minimum standards described by Yoga Alliance to become a Registered Yoga Teacher (RYT) at the 200 hour level. The standards set by Yoga Alliance include **180 contact** (class room) hours and **20 non-contact hours**. To receive a certificate of completion all contact and non-contact hours must be satisfactorily completed. Attendance is required at all contact hour trainings and written assignments provide proof of completed non-contact hour requirements.

We are a Registered School with Yoga Alliance and approved by the Wisconsin Educational Approval Board (WEAB).

Deepen your yoga practice or become a yoga teacher by immersing yourself in a journey of self-discovery, supported by a caring community of teachers and fellow students. Our esteemed faculty, led by yoga expert Pamela Bliss, fully prepares each student to safely and confidently teach yoga with skill and integrity, while celebrating his or her own individuality.

Techniques Training and Practice consists of learning how to teach and practicing traditional yoga techniques including asana, pranayama, kriya, mantra, meditation, bandha, and mudra. This training will consist of **100 contact hours** and include analytical training in how to teach and practice the techniques and guided practice of the techniques themselves.

Teaching Methodology includes principles of demonstration, observation, assisting, correcting, instruction, teaching styles, qualities of a teacher, the student's process of learning, and business aspects of teaching yoga. This training will consist of **25 contact hours**.

Anatomy and Physiology includes both human physical anatomy and physiology (bodily systems, organs, etc.) and energy anatomy and physiology (chakras, nadis, etc.) It includes both the study of the subject and application of its principles to yoga practice (benefits, contraindications, healthy movement patterns, etc.). This training will consist of **20 contact hours and 10 non-contact hours**.

Yoga Philosophy/Lifestyle and Ethics for Yoga Teachers includes the study of yoga philosophies, yoga lifestyle, and ethics for yoga teachers. The philosophy portion of the training will include the reading and discussion of ancient yoga texts. Text commentaries are discussed in a group setting to distill the core yogic philosophies and their application to everyday life. Students are encouraged to explore their own connection to the teachings and examine the integration of yogic philosophy into their classes. This training will consist of **35 contact hours and 30 non-contact hours**.

Practicum includes practice teaching yoga, receiving feedback, observing others teaching, and hearing/giving feedback. This training consists of **20 contact hours**.

### **Yoga Student Progress Reports**

Students understanding of the material presented will be assessed through three primary vehicles: written exams (mid-term and final), homework, and practicum. Through the written exams and homework, students will be able to demonstrate an understanding of the knowledge conveyed during the training. Through the practicum students will be able to demonstrate the ability to teach a yoga class in a safe and sound manner.

Written homework assignments will be assigned during the program; students will receive feedback by the end of the program. Students will be allowed to retake exams one time and re-submit homework one time; if they do not pass on the initial attempt, for a total of two attempts per exam or assignment.

A practical exam will be conducted during the final Weekend; peer and faculty feedback provided upon completion. This will be pass/fail. Students will also be required to complete four (4) hours of off-site community yoga, at no cost to the participants, delivered to a population of their choice which might not otherwise have access to yoga.

Students are encouraged to practice asana, pranayama, and meditation for 75 minutes per day. Daily journal writing is recommended to record the above practices and the students' reflections. Students are required to attend one class at Everyday Bliss each week for the duration of the program.

If progress is not satisfactory at any point during the training, students will be notified immediately to schedule a meeting with the Program Director to discuss ways to improve performance and complete past requirements.

Students may continue to attend classes, regardless of their exam performance. However, they will not receive certification unless meeting the requirements stipulated below.

Certification will not occur if:

- The student fails to demonstrate safe instruction.
- The student fails to demonstrate understanding of the material presented.
- The student violates the Code of Ethics.

Probation and termination only apply to situations described in “Probation, Dismissal and Re-admittance” and “Student Conduct”.

Students must pass all exams and complete all assignments satisfactorily, and have 100% attendance to receive certification.

## **Massage Therapy Training Program**

### **IF HELPING PEOPLE IS YOUR PASSION, TURN IT INTO A PROFESSION**

#### **Enjoy a rewarding and satisfying career**

In today’s stressful world, more and more people are turning to massage therapy as a natural alternative to relieve anxiety, reduce physical pain, and improve their emotional health and well-being. And as the popularity of massage therapy increases, so does the demand for massage therapists.

If you enjoy helping people and have an interest in physical rehabilitation, our massage therapy training could be what you’re looking for. Over the course of 20 years we have provided the very best quality training for aspiring massage therapists.

We are a Registered School approved by the Wisconsin Educational Approval Board (WEAB).

The School of Massage is a 750 hour professional massage and therapeutic bodywork program. The total 750 hours involve class instruction and supervised practice. A minimum of one hour of study or practice per hour of instruction is necessary to complete this program satisfactorily. Our program provides training and guidance in performing Swedish Full Body Massage, Lymphatic Massage, Letha Yoga or Thai massage, Chair Massage, Sports Massage, Lomi Lomi Massage, Shiatsu, Deep Tissue Massage, Muscle Energy Technique, and more.

During this training students are also introduced to each of the following therapies: Craniosacral Therapy (CST), Myofascial Release (MFR), Neuromuscular Therapy (NMT), Aromatherapy, Hot Stone Massage, Pharmacology and more. Upon completion of study, students will have proficiency in a wide range of therapies. This will fortify them in designing personalized client treatments.

The Sports Massage & Chair Massage instruction may involve one or more 6 hour classes on a Saturday or Sunday at an off-site event. The Hydrotherapy class is usually conducted on a weekday at The American Club in Kohler.

There are seven major units of instruction:

**200 Hours Anatomy, Physiology, Pathology and Kinesiology**

This consists of studying the systems of the body, their functions, and dysfunctions.

**55 Hours Business, Law, and Ethics**

This consists of studying the local, state and national laws and standards, day to day business conduct, filing taxes, job interviewing and marketing strategies.

**352 Hours Massage Therapy and Bodywork Theory, Technique and Practice**

This includes studying the history, theory, techniques, and practices of massage therapy and other bodywork.

**100 Hours Student Clinics**

This consists of supervised public student clinics.

**5 Hours CPR, First Aid, and AED**

This consists of CPR, First Aid and AED instruction and certification.

**38 Hours Additional Massage Therapy or Bodywork Course Offerings Meeting the Objectives of the Course of Instruction**

This consists of instruction in additional modalities, bodywork, theory and practices complementary and/or relevant to Massage Therapy.

**PROGRAM CURRICULUM**

Educational objectives are:

- To assure each student has a comprehensive understanding of the body's function and structure.
- To examine the ethics and standards of massage therapy and recommend compliance with them.
- To instruct and practice career sustaining body mechanics.
- To provide instruction, practice, and supervision in each therapy to promote mastery of the subjects.
- To expose students to the unique therapeutic effectiveness of each therapy and thus provide a solid understanding of the efficacy of each.

- To examine each student's clinical skills several times throughout the course in order to provide helpful recommendations for improvements.

### **History, Ethics, Boundaries, and Standards**

The history of massage therapy infuses the students with an understanding of the healing arts and their place in the lineage. In this section the students will acquaint themselves with prominent names and periods in the complimentary health field. Students will learn how to conduct themselves with ethical behavior and decision making in their role as a massage therapist and maintain the high standards of the profession. Furthermore, they will gain knowledge of what is appropriate boundaries in their relationships with clients as they face various and at times difficult circumstances as a professional massage therapist.

### **Body Mechanics**

Good body mechanics is essential for a lifelong career in massage therapy. Sound principles are taught, refined, and tested in the beginning and throughout the program.

### **Meditation and Body Awareness**

Being able to focus and be self aware are critical skills for a massage therapist. We include experiential hours doing just this. Many teach their clients the very skills they learned.

### **Anatomy, Physiology & Pathology**

Each body system is examined by its structure and function. Pathology of each system is discussed in relation to massage therapy contraindications. Interesting and creative teaching methods are utilized as often as possible. About a quarter of our hours are devoted to anatomy and physiology.

### **Massage Therapy Strokes Instruction**

Each stroke is demonstrated and practiced in groups and one-on-one. Students demonstrate their proficiency on an instructor. This one-on-one testing allows the student to receive personal assessment and correction. The physiological effects of each stroke is reviewed and tested.

## **THERAPIES INSTRUCTED WITHIN CURRICULUM**

### **Swedish Massage**

A Swedish massage sequence on the face, arms, legs, abdomen, and back is demonstrated, practiced, reviewed, and tested out on an instructor. The goal is to have the student master a sequence. It will function as a main frame to which other therapies can be integrated into with ease. The complete sequence is usually taught by the midterm.

### **Aromatherapy**

Several essences are presented and remedial qualities are listed. The efficacy of each essence is then discussed as they are applied to the body. Results are experienced and shared with the class. This aromatherapy is easily incorporated into the customized treatment plan.

### **Thai Massage/Letha Yoga**

The use of the knee and foot to stretch and compress on a mat are practiced and refined in Thai Massage. These maneuvers can be modified for the massage table in Letha Yoga. These modalities allow the therapist to have a variety of ways to approach treatment using the feet and stretching or resistance exercises.

### **Lymphatic Massage**

Lymph flow is enhanced with nerve strokes gliding along the skin in specific patterns that follow the lymphatic channels of the body. This sequence can be used as a stand-alone treatment or sections can be used in Swedish full body massage to encourage increased immune system function.

### **Chair Massage**

A shiatsu sequence is utilized to conduct a revitalizing 25 minute chair massage. The particular goal is twofold. First, to learn a quick clothed sequence adapted for work sites. Second, students are instructed on how to market themselves using on site chair massage.

### **Sports Massage**

Specific pre and post event techniques are instructed, practiced, and assessed prior to participating at an actual event. The goal is to prepare the students to organize and participate at a sports event or market themselves using sports massage.

### **Massage Stones**

This is a therapy using stones which are heated or cooled. They are used as stroking instruments to massage the body and then placed strategically at identified stress sites.

### **Neuromuscular Therapy/Trigger Point Therapy**

Students learn to utilize the Golgi tendon apparatus reflex. When it is compressed, it will in the best of circumstances relax the tendon's muscle fibers. Tendons of a select group of muscles are palpated and compressed to effect muscle fiber relaxation. This treatment can be a stand alone treatment or specific compressions can be incorporated into a full body Swedish massage.

### **CranioSacral Therapy and Myofascial Release**

The cranial rhythm and fascial tension are palpated. Specific techniques to influence both are demonstrated and practiced. The goal is to restore CranioSacral balance and to release fascial

tension in the body. Each can be a contained treatment or particular techniques can be integrated into a Swedish full body sequence.

### **Hydrotherapy**

A private tour to an elite spa caps the discussion of different hydrotherapies. This is included in the curriculum to show the students the behind-the-scenes workings of these facilities and inspire them to create unique environments in their private practices.

### **CPR, First Aid, AED, and Universal Precautions**

Each is instructed and Certified by a Red Cross or AHA instructor to prepare students for mishaps in and out of the office. Additionally, each is informed when and how to use universal precautions in conducting First Aid treatment.

### **Side-lying Massage for Special Populations**

A specific sequence and bolstering technique is demonstrated and practiced while the client is lying on his/her side. Side-lying is very effective position for pregnant women, elderly clients, those with sciatica discomforts, and those uncomfortable with a prone position.

### **Traditional Chinese Medicine**

Basic principles of traditional Chinese Medicine are listed and discussed to enhance each student's ability to comprehend shiatsu and the oriental traditional perceptions of wellness and disease. This will include the causative and remedial factors of illness and health.

### **Ayurveda**

Ayurveda is an ancient Indian holistic healing system. It will focus on the following areas: (1) identifying the 5 elements and 3 dosha; (2) understanding the qualities of the elements and doshas; (3) recognizing balance and imbalance according to Ayurveda within yourself (4) identify traditional ayurvedic bodywork therapies and methods; and (6) apply the practices and benefits of living an ayurvedic lifestyle.

### **Business Theory, Ethics & Law**

Business theory and ethical practice are discussed to ensure students have an opportunity to explore how to market themselves properly, behave appropriately and encourage practice development. Bookkeeping practices, mandated taxes and insurances are explained. The need for each is examined to assure each student is able to meet the standards. Students need to know what is expected of all business people by governmental authorities. City and state codes are reviewed and explored to ensure compliance with them. Job Interviewing Skills are assessed and practiced.

## **Clinics and Presentations**

### **Student Clinics and Case Presentations**

Clinics are scheduled following these treatment units: Swedish full body massage, lymphatic massage, chair massage, sports massage and integrated modalities. The public is invited to receive specific treatment. Students practice conducting an intake interview to assess health history, develop treatment plans, plan future treatments, and provide specific treatments for the clients. Following the clinics the students present the health histories, treatment plans, and executed treatments. They develop and describe future treatment plans for their clients. Students must comply with all policies outlined in the Clinic Handbook in order to receive a passing grade on this segment.

### **Students Presentations**

Each student selects and presents a 15 minute talk on a topic related to massage therapy. The goal is twofold. First to provide a stage on which the student can demonstrate their presenting skill. Second, to allow them time to research a particular massage therapy interest.

## **Massage Student Progress Reports**

The grading is a pass fail system. This means a 75% or greater grade in all course work must be achieved to be in good standing. Graduation is available only to those with a 75% or greater grade in all clinical and academic coursework. All exams and quizzes must be made up or retaken if the grade is 74% or lower. There is a limit of 1 retake. There are no charges for the retake. A grade of 80% or better is required on the retake. Make-ups and retakes of school exams or quizzes, clinical exams, and any other incomplete assignments must be completed and submitted for grading before the last scheduled class. A \$25/per hour fee for special staff assistance time may be charged if the hours are scheduled outside regular program hours. An entire class section may be repeated on a space available basis and by repaying the pro-rated tuition. Individual tutoring may be arranged based on the availability of the instructor and approval of the chief administrator. Tuition is prorated and paid before tutoring begins. No more than 5% (37.5 hours) of the total class hours may be made up or retaken in this manner without permission of the chief administrator. It is highly recommended all absences be made up within 30 days of their occurrences. In addition to making up all absent hours, homework may be assigned and must be completed to receive credit for the made up hours. Grades from make-ups and retakes are computed the same as regular examinations and quizzes.

## **EXAMINATIONS AND QUIZZES**

Tests will be given regularly to assess both the student learning as well as the teacher's effectiveness. All tests must be passed with a 75% grade or better. Grades will be posted quarterly in the form of a transcript given to the student. Students may view grades at any time by making a request to the chief administrator.

## **STUDENT EVALUATIONS**

The educational process thrives when teaching methods accommodate the student's learning style. Student verbal comments and observations are heeded. The assessments guides in fine tuning the instruction and curriculum.

## **AFFILIATIONS**

State of Wisconsin Educational Approval Board  
431 Charmany Drive, Suite 102  
Madison, WI 53719  
(608) 266-1996

NCBTMB Assigned School  
1333 Burr Ridge Parkway, Suite 200  
Burr Ridge, IL 60527  
1-800-296-0664  
Yoga Alliance  
1701 Clarendon Boulevard, Suite 110  
Arlington, VA 22209  
1-888-921-YOGA (9642)

## **STUDENT SERVICES**

### **HOUSING**

There are several B&B's and hotels nearby; a list available by request. Everyday Bliss does not provide facilities for off-site housing.

### **EMPLOYMENT SERVICES**

Everyday Bliss has established close relations with a network of local health clubs, clinics, chiropractors, hospitals, salons, spas and massage franchises in order to assist you in successfully pursuing your professional career. Job postings and requests are regularly posted on the school Facebook pages for students, alumni and the broader community to view. Everyday Bliss is an institute of wholistic studies and does not formally offer employment assistance services nor guarantees employment. Student referrals to prospective employers are not based on direct contact with the employer regarding current job openings.

### **STUDENT ENRICHMENT ACTIVITIES**

Students will have opportunities to participate in a variety of educational community events and activities.

**NON-DISCRIMINATION POLICY**

Everyday Bliss does not discriminate on the basis of age, gender, marital status, national or ethnic origin, sexual orientation, color, creed, race, religion or disability.

**CATALOG CHANGES**

Although every effort is made to ensure the accuracy of information contained in this catalog at the time of publication, Everyday Bliss reserves the right to make changes or revisions to these contents at any time. Previously published information is superseded by this publication. Scheduled instructors or dates and times for specific class topics may change. Revisions to this catalog are approved through the WEAB as needed.

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