

IPSB

AT

LIFE ENERGY INSTITUTE™

Advancing the skills of healing practitioners for over 35 years

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CLASS CATALOG



IPSB at Life Energy Institute
5817 Uplander Way
Culver City, CA 90230
T: 310.342.7130
info@myLEI.org
www.myLEI.org



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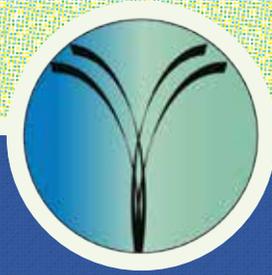
Policies and Procedures

January 1, 2017 - December 31, 2017

CATALOG

IPSB at Life Energy Institute
5817 Uplander Way
Culver City, CA 90230
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Massage Therapy • Polarity Therapy • Craniosacral Unwinding • Aromatherapy • CEUs



Thank you for your interest in IPSB at Life Energy Institute.
As a prospective student you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which will be provided to you prior to signing an Enrollment Agreement.

Massage Therapy • Polarity Therapy • Craniosacral Unwinding • Aromatherapy • CEUs

IPSB  LIFE ENERGY INSTITUTE
welcomes everyone called to the healing arts

... our mission is to train sensitive, self-aware bodyworkers with creativity and self-knowledge to transform basic skills into an artistic form that deeply touches the lives of others.

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Philosophy and Mission

Our mission is to train sensitive, self-aware bodyworkers who use creativity and self-knowledge to transform basic skills into an artistic form that deeply touches the lives of others.

Our educational programs are intended for those who wish to practice the natural hands-on healing techniques of Massage Therapy, Integrative Craniosacral Unwinding, Polarity Therapy, Aroma Therapy, and other therapeutic techniques.

Our classes are open to all who are beginning their journey into the healing arts as well as those who are currently practicing body-mind-spirit healing arts, such as massage therapists, bodyworkers, chiropractors, doctors, nurses, and acupuncturists.

IPSB at Life Energy Institute is a private institution, and is approved to operate by:

- The California Bureau for Private Postsecondary Education [BPPE]— in accordance with the provisions of California Education Code 94900 and/or 94915. [Approval to operate means compliance with the minimum state standards and does not imply any endorsement or recommendation by the state or by the council.]
- The California Massage Therapy Council [CAMTC]
- The National Certification Board for Therapeutic and Massage Bodywork [NCBTMB]— Category "A" approved.
- The American Polarity Therapy Association [APTA].
- State of California Board of Registered Nursing
- State of California Acupuncture Board
- National Certification Commission for Acupuncture and Oriental Medicine.



Program Overview

All trainings at IPSB at Life Energy Institute are designed to meet the requirements for professional practice as determined by the California Massage Therapy Council (CAMTC) and the American Polarity Therapy Association (APTA).

IPSB at Life Energy Institute offers the following programs:

- Fundamentals of Massage Program (FMP) – 150 hours
- Integrative Massage & Bodywork Practitioner Program (IMBP) - 550 hours
- Integrative Craniosacral Unwinding Program (ICSU) - 216 hours
- Associate Polarity Practitioner Program (APP) – 139 hours
- Registered Polarity Practitioner Program (RPP) - 438 hours

Program Objectives

Graduates of our IMBP program are eligible to gain a massage license through the California Massage Therapy Council (CAMTC). Attendance and/or graduation from a California Massage Therapy Council approved school does not guarantee certification by CAMTC. Applicants for certification shall meet all requirements as listed in California Business and Professions Code sections 4600 et. seq.

Graduates of our APP program are eligible to join APTA as Associate Polarity Practitioners and can continue on for advanced Polarity Therapy training through the RPP program. Graduates of our RPP program are eligible to join APTA as Registered Polarity Practitioners and continue the final training to become a BCPP - Board Certified Polarity Practitioners (BCPP). Our Polarity curriculum has been developed over the past thirty years and is based on the life work of Dr. Randolph Stone and the Polarity Wellness Network. For more information on our programs see Program Requirements, Fees, and Course Descriptions.

“The infinite within is ever be-coming.”

- Dr. Randolph Stone,
FOUNDER OF POLARITY THERAPY

Student Services

Catalog

This catalog is updated on an annual basis, and may be updated at various times throughout the year if required. Updates will be provided in the form of an insert. Catalogs (paper and/or digital format) are provided to prospective students at the time of enrollment in a program, or to the general public when requested.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement. The School Performance Fact Sheet is included in all enrollment agreements. Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau For Private Postsecondary Education at:

2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833.
P.O. Box 980818, West Sacramento, CA 95798-0818.
Website: www.bppe.ca.gov
Telephone: (888) 370-7589; or by Fax: (916)263-1897

Free Massage Therapy Open Houses

IPSB at Life Energy Institute holds open houses regularly throughout the year; see the schedule or contact the school for dates/times. Attendees receive an introduction to the school's history and philosophy and see techniques from the various classes demonstrated by instructors. These orientations are very helpful in providing prospective students the opportunity to experience the IPSB at Life Energy Institute environment. Prospective students may also contact the school to arrange a tour and informational meeting with a staff member.

Free Craniosacral & Polarity Therapy Open Houses

IPSB at Life Energy Institute holds free Open House for Polarity Therapy and Integrative Craniosacral Unwinding every spring and fall. See myLEI.org for dates and times. Instructors demonstrate techniques and introduce the philosophy of our training and our school. Attendees may also participate in simple energy exercises and perform basic moves with each other. These orientations are very helpful in presenting the basic principles of the work in a welcoming, creative, and fun atmosphere.

Library

IPSB at Life Energy Institute has a small onsite reference library that covers a range of massage, bodywork, health, and metaphysical related topics. The library may be accessed during office or class hours. Students are welcome to utilize these resources while on campus. We request library books not be taken off campus.

Student Store

We offer a selection of books that can enrich the student's studies, available for purchase. Required or suggested book fees are not included in the tuition fees. Many required school texts are available second-hand through the school for discounted rates. Please inquire at the office.



Housing

All IPSB at Life Energy Institute programs are non-residential. It is the responsibility of students to secure their own housing. There are no dormitory facilities. For students wishing to secure nearby housing there are multiple hotels and residential rentals. The approximate cost of housing located near to the school is listed as \$1800 - \$2300 / month in rent, or \$65 - \$200 per night for hotel or airbnb accommodations.

Placement and Salary Claims

The school does not have a formal placement service however does receive employment postings which are made available to students. IPSB at Life Energy Institute does not make salary or job placement claims.

Licensing

As of January 1, 2015 bill AB 1147 requires CAMTC applicants to have 500 hours of education from CAMTC approved schools and have passed a CAMTC approved exam, as well as meet all of the other requirements in the law in order to be certified.

Student Rights

IPSB at Life Energy Institute students may expect:

- Fair and effective teaching
- Information Privacy
- The right to review his/her school records
- Due process and an impartial hearing in any disciplinary matter.

Class Schedule

IPSB at Life Energy Institute offers year-round programs including daytime, evening, and weekend classes to accommodate students with diverse schedules. Current schedules are included in this catalog. For more information, contact us at [\(310\) 342-7130](tel:3103427130), info@myLEI.org or visit www.myLEI.org

Complaints

Persons seeking to report problems or issue a complaint should first contact their primary instructor and may also contact the Managing Director: kat@mylei.org. A student or any member of the public may file a complaint about this institution with: The Bureau for Private Postsecondary Education by calling 888-370-7589 toll free or by completing a complaint form which can be obtained on the bureau's internet website: www.bppe.ca.gov. "A student or any member of the public with questions that have not been satisfactorily answered by the school or who would like to file a complaint about this school may contact the California Massage Therapy Council at: One Capitol Mall, Suite 320, Sacramento, CA 95814, www.camtc.org, phone (916) 669- 5336, or fax (916) 669-5337."

Faculty

Gary B. Strauss, CEO / Executive Director / Senior Instructor, RPP, PWE, MS

Classes: ICSU Program, RPP Program

Gary B. Strauss founded Life Energy Institute in 1986 and is dedicated to its ongoing evolution and success. Gary is founder and Executive Director of the Polarity Therapy and Integrative Craniosacral Unwinding programs offered through IPSB at Life Energy Institute [LEI] in Culver City, California, the Southwest Institute of Healing Arts [SWIHA] in Tempe, Arizona, The Open Center in NYC and is the senior instructor for the Polarity Wellness Network.

Gary brings over 30 years of training and practice to the teaching of Polarity and Integrative Craniosacral Unwinding and has trained thousands of students in the U.S. and Europe. He facilitates retreat-style intensive trainings in Hawaii, Switzerland, Japan and California, and maintains an active private practice in Los Angeles, Arizona, and New York. His intention is to activate the astounding nature of the elements in a way that expands freedom to fulfill one's highest potential.

Tracy Griffiths, CAO / Executive Director / Senior Instructor, RPP, PWE, CMT,

Classes: Polarity I, Polarity II, Communication, Resonance & Relations I, Evaluation, Study Group

Tracy has been practicing in the healing arts since 1988. She is a graduate of the Institute of Psycho-Structural Balancing. Tracy utilizes and weaves her training in the martial arts, massage therapy, yoga and essential oils into her classes, offering diverse, integrative and practical approach to this work. Tracy is greatly devoted to sharing her knowledge with others for the purpose of personal deepening and connection to their own inner wisdom. As Executive Director she works with Strauss to create and implement curriculum for students to explore the diversities of the healing arts. She is dedicated to bringing this work out into the world and provides the environment to assist others in their personal quest for growth and healing.

Kat Damiano, COO / Managing Director / CMT, RYT200

Classes: Exam Preparation & History of Massage, Prenatal Massage, Postnatal Massage

With over a decade of therapeutic bodywork, yoga, meditation, nutrition and holistic health experience, Kat has dedicated her private health & wellness practice to assisting women through the challenges of pregnancy and beyond. Through her own pregnancy, and postnatal recovery, she discovered how personalized bodywork, yoga and meditation helped her to move beyond fear-based thinking, to understand and trust in the wisdom of her body. Kat is passionate about helping others tune inward, accessing the body's natural desire to heal. Originally from New Zealand, Kat has lived in California since 1998. She is a registered Yoga Instructor and is studying to become a Somatic Experiencing Practitioner.

Lori Stewart, CMT

Classes: Fundamentals of Massage, Deep Tissue I, II, III, Lymphatic Massage I, Lymphatic Drainage, Advanced Lymphatic Clearing

Lori Stewart graduated from IPSB in 1986. She taught Level 1 ACM from 1988-94, Deep Tissue, Level 1 Teacher Training from 1999-04 and Lymphatic at Heartwood Institute 1996 -2006. She made bodywork, yoga, meditation and education her entire focus, teaching massage practices in schools all over California, including Heartwood Institute, Harbin Hot Springs and Monterey Institute of Touch. Since completing the Visionary Craniosacral Therapy program with The Milne institute in 2006, she has maintained a private practice in Craniosacral Therapy, Lymphatic Massage and Aromatherapy. Lori also teaches yoga and meditation.

Dee Long, CMT

Classes: Fundamentals of Massage, Advanced Circulatory, Business & Ethics for the Bodyworker, Deep Tissue I, II, III

Dee has explored massage not just as a career, but as a way of life and being. In 1995 she began sharing this transformative experience with others when she began teaching massage. She has also taught at Emperor's College of Oriental Medicine, and while there, supervised in the student massage clinic. She has been a massage therapist in several settings including chiropractic, private practice, Burke Williams for nine years, seven years as a massage therapist and two as a massage department manager.



John Matsunaga

Classes: Fundamentals of Massage, Contraindications & Pathology, Advanced Circulatory Massage

In John's early career he was a professional photographer and also taught golf and tennis. He had long been the "family massage therapist" and the response he received influenced him to pursue massage therapy when he sought a career change. John began his massage studies in 2000, and has volunteered his services as a teacher's assistant for over 1800 hours of classes.

Toi Beaman Leal, CMT, CDC

Classes: Fundamentals of Massage, Advanced Circulatory Massage, Business & Ethics for the Bodyworker

Toi has been a massage instructor since 2008, bringing her compassionate nurturing and light-hearted nature to her classes. Prior to becoming a wellness Professional, Toi spent 25 years in Human Resources with a Fortune 20 company and is highly skilled in coaching and counseling individuals and groups. She is a professional life coach where she also applies her passion for holistic wellness and a strong belief in caring for one's mind, body and spirit in equal measure. She maintains private coaching and massage practices in Los Angeles and is on staff with physical therapy and chiropractic offices.

Lisa Chan, CMT

Classes: Acupressure, Reflexology – Basic Ear; Basic Foot, Basic Hand

Acupuncturist Lisa M. Chan, has training in craniosacral therapy, polarity therapy, Reiki and several other healing modalities. She has been a reflexology teacher for over 13 years and a healing arts practitioner for over 20 years. As a Doctor of Traditional Chinese Medicine, Lisa has continued to demonstrate her exceptional healing gifts through her practice of acupuncture, use of herbs and energy work.

Elizabeth Jacobowitz, MA, CMT, HHP

Classes: Sensory Repatterning I, II & III

Elizabeth brings a well-rounded approach to learning and growth by incorporating kinesthetic, artful, engaging activities to the classroom. She facilitates change and transformation by guiding students and clients in remembering, reconnecting, and rediscovering their body, mind, and soul. Elizabeth holds a Master's in Expressive Arts Therapy from the European Graduate School, as well as a Bachelor's in Health and Exercise Science from Syracuse University. She has also studied massage and bodywork at the International Professional School of Bodywork in San Diego. Elizabeth now teaches introductory bodywork, integrative somatic work, and self-care for helping professionals in Los Angeles, San Diego and Decorah, Iowa.

Tony Poland, CMT

Classes: Sports I & II, Trigger Point I & II

Originally from Tennessee, Tony's primary focus is working with athletes in an injury prevention and recovery practice. He works with a Physical Therapy Clinic, treating the general population. He also works under USOC Athletic Trainers treating the U.S. Olympic Volleyball teams and has accompanied the two indoor teams to the 2012 London games! Tony leads various sports massage and volunteer chair massage teams throughout the year, taking care of cyclists, runners and rowers, and regularly participates in sport-based, nonprofit fundraisers. He is currently a full-time student pursuing a program for Certified Chiropractic Sports Practitioner.

Vincent Punturere, D.C.

Classes: Anatomy & Physiology I, Palpation Skills

Dr. Punturere is a graduate of Los Angeles College of Chiropractic. Prior to beginning his chiropractic training he was a dancer and massage therapist. From his varied background, he blends these perspectives into his instruction of anatomy and physiology to provide students of bodywork with a unique combination of academics and practicality. Dr. Punturere is very active in community services. His chiropractic practice is affiliated with Living A 100 Year lifestyle, a concept of wellness living.

Sabrina Ortolano CMT

Classes: Aromatherapy - Essential Oil Basics, Aromatherapy - Raindrop Technique, Hydrotherapy

A California native and graduate of the 550 program she found her passion when she joined the school in 2003. She has been working with essential oils for two decades both in her massage practice and in everyday life.



Locations and Facilities

Class Locations

Main Branch

5817 Uplander Way
Culver City, CA 90230

Free parking is available at this location in the lot adjacent to the school.
Paid street parking is available, which is free on Sundays.

Classes are held at the following satellite locations:

Temescal Canyon Gateway Park, Conference and Retreat Center

15601 Sunset Blvd.
Pacific Palisades, CA 90272

Limited free street parking or paid lot parking at this location.

Topanga Canyon

Topanga Canyon, CA

Class Facilities

While occupancy levels allow up to 50 students at one time, to maintain school philosophy of personalized instruction, enrollment for technique classes is limited to 24 students. Demonstration and practice of massage and bodywork techniques on massage tables (provided by the school). The atmosphere is comfortable and informal, with an emphasis on creating a safe and supportive environment for personal growth and development. IPSB at Life Energy Institute facilities and equipment fully comply with any and all federal, state, and local ordinances and regulations including the requirements for fire safety, building safety and health codes.

Materials

IPSB at Life Energy Institute provides quality massage tables, bolsters, and massage oil for all massage classes. Students are required to provide twin-size massage sheets for all massage technique classes.

Fundamentals of Massage students are required to purchase books and colored pens. Advanced classes may require purchase of books and additional materials not included in tuition. Some textbooks may be available from IPSB at Life Energy Institute, and may also be purchased from any seller of the student's choice. Manuals specific to the course are purchased from the instructors.

The cost of books for the Integrative Massage & Bodywork Program is \$413, including materials for the Fundamentals of Massage Program. A complete list of required and recommended materials for all courses is available upon request.

ADMISSION POLICIES

Application

An application is required for all new students. All questions must be answered in detail. The form is available in this catalog, from the IPSB at Life Energy Institute main branch or on the IPSB at Life Energy Institute [website: www.myLEI.org](http://www.myLEI.org)

Enrollment Requirements

Students may enroll any time prior to the start of a class. Applicants are encouraged to enroll at least two weeks before the starting date in order to guarantee a place in class. Enrollment is limited to 30 students per class.

Enrollment is based upon a student's character and intentions for being a healing arts practitioner, ability to satisfy financial commitments, and the ability to complete the course work as determined by submission of a completed application. In addition, the applicant must:

- Be a high school graduate or equivalent.
- Be at least 18 years of age.
- Be physically fit enough to perform bodywork.
- Have a serious intention to help others.
- Have reasonable command of the English language.

IPSB at Life Energy Institute accepts applicants without regard to age, sex, race, or personal beliefs. The school may refuse applicants who it deems are not suited or qualified for this field or for the style of education of our institution.

As required by CAMTC, Enrollment agreements from public colleges or universities of the California state higher education system, as defined in section 100850 of the Education Code, and public schools accredited by an agency recognized by the United States Department of Education shall meet or exceed standards as determined by governing laws and regulations.

Interview

After the completed enrollment application is received, the program applicant will be contacted to schedule an appointment for an in-person interview with an IPSB at Life Energy Institute staff member. This interview is to evaluate the application and to complete the IPSB at Life Energy Institute orientation.

Acceptance into a Program

After the applicant is determined eligible for admission, a contract is prepared and signed. As a prospective student you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review The School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Transferring Credits / Acceptance of Credits

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at IPSB at Life Energy Institute is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in FMP, IMBP, ICSU, APP and RPP programs

is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending IPSB at Life Energy Institute to determine if your certificate will transfer.

Pursuant to Business and Professions Code section 4604, CAMTC can only consider transfer hours from CAMTC approved schools. Transcripts shall clearly identify transfer hours, including but not limited to name, CAMTC School Approval Code, address, telephone and website of other school(s); number of hours transferred; class requirements met by transfer hours; reason(s) for transfer and attached copy of transcript(s) from other school(s). Transfer hours may not make up more than 50% of the 500 hours required for certification by CAMTC.

CAMTC will consider up to 125 hours of equivalent anatomy and physiology, health and Hygiene, and /or business completed at a college or university of the state higher education System, as defined in Section 100850 of the Education Code, as meeting the definition of a CAMTC approved school.

IPSB at Life Energy Institute has entered into a transfer agreement with the Institute of Psycho-Structural Balancing (IPSB). Previous IPSB students can complete their programs through IPSB at Life Energy Institute.

CAMTC reserves the right, in its sole discretion, to not accept any or all transfer hours.

Attendance

Students are expected to attend all scheduled classes. The instructor of each class will record absences and tardiness. If a scheduled class is missed, the student must complete classroom hours and instructional material at a later time (on-site). Make-up hours are not permitted off-site school grounds and must be supervised by an instructor. Make-up sessions may be personally arranged with individual instructors. No classes are scheduled on legal holidays. Failure to complete the hours of classroom attendance required for a course will result in an "incomplete" assessment by IPSB at Life Energy Institute, and any Certificate of Completion will be withheld until all required hours are completed. Students who are absent more than twenty percent of a course will be required to repeat the course.

Applicants for CAMTC certification shall have attended 500 supervised hours total with 100 of those hours satisfying CAMTC specified subjects.

Curriculum

All 500 hours of education must be provided under direct supervision of qualified instructors.

- a. Provide a minimum of at least 100 supervised clock hours (or credit unit equivalent) addressing
- b. the following subjects:

- (1) A minimum of 64 hours of Anatomy & Physiology, including but not limited to orientation to the human body; integumentary, skeletal, fascial, muscular, nervous, cardiovascular, and other body systems; and kinesiology.
- (2) A minimum of 13 hours of Contraindications, including but not limited to endangerment areas, contraindications, and medications and massage.
- (3) A minimum of 5 hours of Health & Hygiene, including but not limited to understanding disease, therapist hygiene, infection control, and standard precautions.
- (4) A minimum of 18 hours of Business & Ethics, including but not limited to obtaining and maintaining credentials, adhering to laws and regulations, ethical principles, standards of ethical practice, and compliance with the Law applicable to CAMTC certified massage professionals.

ADMISSION POLICIES

Curriculum (cont)

b. Provide a minimum of 400 additional and appropriately weighted supervised clock hours in subjects substantially related to the massage profession, including but not limited to additional hours for topics required above, massage theory and principles, professional practices, therapeutic relationship, assessment and documentation, massage and bodywork application, palpation and movement, and career development. CAMTC reserves the right, in its sole discretion, to determine whether curriculum is substantially related to massage or not.

Class Size

Class sizes are limited. For classes that reach their limit, students will be placed on wait-list, and will be advised prior to class if they have secured a place in the class.

Leave of Absence Policy

A leave of absence may be provided for 6-12 months for the IMBP, ICSU, APP and RPP programs only, on approval from the school administration. A student will need to return before 12 months to resume classes or they will be dropped from the program. Students are required to complete a Leave of Absence form which can be obtained from the school office.

Clock Hour Definition

One clock hour is defined as 56.5 minutes of lecture or practical and 3.5 minutes of rest time. All classes are calculated based upon a 60-minute clock hour. One hundred and fifty clock hours are equivalent to 139.60-minute hours.

Your biggest risk will be
the one you don't take.

Tuition & Financial Policies



REGISTRATION FEE

A one time \$75 registration fee is required for enrolling in the FMP and IMBP programs. It is not part of the tuition, nor is it refundable. Students signing up separately for the 150-Hour Program and the 550-Hour Program, will only incur the fee once.

PROGRAM TUITION

PROGRAM CHARGES

Fundamentals of Massage Program (FMP) \$1725
Integrative Massage & Bodywork Program (IMBP) \$6563 (excludes FMP tuition)
Integrative Craniosacral Unwinding Practitioner (ICSU) \$3399
Associated Polarity Practitioner (APP) \$2113
Registered Polarity Practitioner (RPP) \$7760

PERIOD OF ATTENDANCE CHARGES

The payment charges for the entire program are the same for a period of attendance. Charges are based on class hours priced at \$16.50 / hour.

TRANSCRIPT & CERTIFICATE FEES

Fees are charged for the processing of official documents such as transcripts and certificates.

IPSB at Life Energy Institute Fees

For transcripts and certificates dated after 6/30/16:

- \$25 New Transcript
- \$10 Amendment to Existing Transcript or Certificate
- \$10 For each additional copy of a Transcript or Certificate

Institute of Psycho-Structural Balancing (IPSB) Fees

For transcripts and certificates dated prior to 7/1/16:

- \$75 New Transcript
- \$10 For each additional copy of a Transcript or Certificate.

PAYMENT OPTIONS

Students have the choice to sign up for classes as either 1) a program student; or 2) a workshop (a la carte) student.

PROGRAM STUDENTS Program students may apply for a payment plan at the time of enrollment.

Regular payments will be scheduled over the anticipated period of study. A minimum deposit of \$100 is required. The student will not be permitted to attend class until this initial payment has been made. Students must be enrolled in a program to apply for licensure with the CAMTC.

WORKSHOP STUDENTS Workshop students are required to pay the full class price prior to attending the first day of class. Payment plans are not available for workshop students, however a workshop student may arrange to make a series of payments prior to the start of the class. If all scheduled tuition payments are not received by the first day of class (including any checks returned by your bank) you will forfeit your right to participate in this class.

PAYMENT PLANS

Students enrolled in a program have access to a payment plan. Installment arrangements can be made through the administrative office for any of the programs offered. If you have signed up for a tuition payment plan with IPSB at Life Energy Institute, please understand the importance of timely payments.

(cont...)

All FMP Installments must be paid in full before enrolling in other programs and classes.

FMP INSTALLMENT PLAN

3 payments - \$583.33 / payment

5 payments - \$350.00 / payment

7 payments - \$250.00 / payment

IMBP INSTALLMENT PLAN

12 payments - \$690 .66 / payments

24 payments - \$345.33 / payments

36 payments - \$230.22 / payments

The revenues of IPSB at Life Energy Institute are based entirely on student tuition. Your financial contribution supports the works and exceptional education benefits you are about to receive. Thank you in advance for your compliance with these policies.

Visa, MasterCard and Discover are accepted. Call our Administrative office to inquire about a payment plan to fit your financial needs. For registration in an entire program, we offer payment plans from 2-24 months with no interest, only to students in good standing with the school, and depending on the length of your program. If special requirements are needed to extend payment plan beyond the end of your program duration, please discuss with school administration. We are willing to work with you.

DISCOUNTS

- Re-Take Discount – 50% off any class that is a repeat course previously attended.

LATE PAYMENTS

If your scheduled payments become delinquent, the following measures will be taken:

- 1) If a payment plan payment is defaulted on, the student will not be permitted to attend any further classes until payment is made.
- 2) **3 DAYS GRACE** - If payment is not received within three days of your scheduled payment date, a \$25.00 late fee will be assessed and you will not be permitted to attend class until all scheduled payments are brought current. If you are restricted from attending class due to a delinquent payment, please note that missing more than 20% of class time results in a failing grade. For payments 10 days late, a contract amendment must be made before student may attend classes. For payments 30 days late, student will be suspended from all classes.
- 3) **RETURNED CHECKS** - If a check is returned unpaid by your bank, you be assessed a \$35.00 fee. If the check is returned a second time, you will be assessed an additional \$15.00 fee and you must replace the unpaid check with cash or money order. If applicable, a late payment fee may be assessed and you will be subject to #1 above.
- 4) **FAILED PAYMENTS** - Any student failing to make contractual payments within a fourteen (14) day period, without having made arrangements with IPSB at Life Energy Institute, is subject to expulsion. Student will graduate only if all monies are paid. Failed credit card - \$15 fee / per incidence.

WITHDRAWALS & REFUNDS

Students have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. Any cancellation must be given in writing either in person or by mail or email to an administrative email address. Students shall be given until midnight following the first day of instruction to withdraw from a course and to receive a refund of all tuition paid less a \$50 deposit. Registration and STRF fees are not refundable. Refunds for cancellation



(cont...)

after that period are based on a pro rata calculation. Students will be charged for the hours of instruction received up to the date the student formally cancels his/her enrollment. Any refunds due will be made within thirty (30) days of the formal cancellation date. Refunds are based on the following formulas and on advanced payment in full.

10% Hours of Instruction 90% Refund
25% Hours of Instruction 75% Refund
50% Hours of Instruction 50% Refund
60% Hours of Instruction 40% Refund
75% Hours of Instruction 25% Refund
100% Hours of Instruction No Refund

Each: Less the \$75 deposit and a \$10 processing fee.

Workshop and program students who cancel a class are subject to the following policy: There is a \$5 administrative fee for a cancellation occurring at least seven (7) days before the class start date. A cancellation occurring less than seven (7) days before the class start date carries a fee of \$50 per class. A student absent at the first class meeting who has not contacted the office by the start of class will be considered a no-show and the space may be offered to any wait listed students. The \$50 late drop fee will be assessed.

FINANCIAL STATEMENT

None of the following applies to IPSB at Life Energy Institute: Pending petition in bankruptcy, operating as a debtor in possession, filing a petition within the preceding five years, or has had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C Sec. 1101 et seq.)

FINANCIAL AID

IPSB at Life Energy Institute does not participate in federal or state financial aid programs. For reference only: if a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest less the amount of any refund. If the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program fund.

STRF

It is a state requirement that a student who pays his or her tuition in required to pay a state. Imposed assessment for the Student Tuition Recovery Fund (STRF). The purpose and operation of the STRF is to protect students. In the case their school close before the student completes their program.

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you: 1. You are a student in an educational program, who is a are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies: 1. You are not a California resident, or are not enrolled in party." 4. "The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GOVERNOR EDMUND G. BROWN JR. Bureau for Private Postsecondary Education 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833 P.O. Box 980818, West Sacramento, CA 95798-0818 P (916) 431-6959 F (916) 263-1897 www.bppe.ca.gov California residents, or are enrolled in a residency programs attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education. You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following: The school closed before the course of instruction was completed. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

Assessment & Graduation Policies

Accreditation

IPSB at Life Energy Institute is not accredited by an accreditation agency recognized by the United States Department of Education.

Graduation/Course Completion Requirements

The following criteria may be used to evaluate a student's mastery of the theory and techniques presented within the program:

- Attendance and punctuality
- Class participation, attentiveness, enthusiasm
- Theoretical application
- Practical application of techniques, including sensitivity, concentration, and relatedness.
- Students will graduate only if all monies are paid, all evaluations are passed, and all assignments and hours are completed.
- Missing hours, evaluations, and assignments must be made up within a three (3)-month period from the graduation date. Make-ups after that date will not be accepted and the class will be considered failed.

A written request for an extension of the make-up period may be considered, but no makeup will be permitted beyond one year from a course end date.

Students will graduate and/or receive transcript credit only if all monies are paid, all evaluations are passed and all assignments and hours are completed.

Though each student is solely responsible for learning the requirements of the class, students are encouraged to participate with fellow students in informal study support groups.

Record Retention

Records are retained on-site for a period of no less than five years. Transcripts are available permanently, and may be requested with the payment of a \$25 fee. Additional copies of transcripts or certificates is \$10 each. Release of records including transcripts requires student's written authorization.

Grading Policy

Grades are based on an evaluation of pass or fail, measured by a combination of attendance, performance of technique, and examinations.

IPSB Custodian of Records / Acceptance of Education

IPSB at Life Energy Institute are the official custodian of records for Institute of Psycho-Structural Balancing (IPSB) students who attended the school prior to 7/1/16. Please contact the school admin office to request a transcript, or download a transcript request form at www.myLEI.org. As noted in the CAMTC Schools Policies and Procedures for Approval of Schools guidebook, 'CAMTC approved schools that are closed or merged with a CAMTC approved school on or after July 1, 2016 and are in good standing with CAMTC at the time of closure or merger: Education will be accepted from the lawful custodian of records as long as the closed school is or was not subject to any disciplinary actions or pending investigations by any approval or accrediting agencies, law enforcement agencies (LEA), government agencies, CAMTC or other massage or school related entities. CAMTC reserves the right to review and accept or deny all or part of any education submitted for individual CAMTC certification purposes from a closed, sold or merged school described herein. The IPSB transcript fee is \$75.

Continuing Education Units

IPSB at Life Energy Institute offers Continuing Education Units for the following organizations:

CAMTC	School Code SCH0077
NCBTMB	School code: 290146-00
CA Acupuncture Board	607
CA Nursing	CEP15379

The School approval code issued by CAMTC is for a single campus and approved satellite locations.

GENERAL POLICIES

Foreign Students / Language

All classes and class materials are taught in English. IPSB at Life Energy Institute does not provide language translation services, nor admit ESL students.

Student Conduct

At the discretion of the instructor, a student may be dismissed from class for serious or repeated incidents of intoxication or drug use. Possession of drugs, alcohol, or a weapon, exhibiting behavior that creates a safety hazard to others, or disobedient or disrespectful behavior toward a student, teacher, or administrator are also grounds for dismissal. There is no probationary option for dismissed students. Consideration of possible re-admittance will be handled on a case-by-case basis.

Disciplinary Action

Disciplinary action is enforced when IPSB at Life Energy Institute standards have not been upheld.

Activities Warranting Disciplinary Action

IPSB at Life Energy Institute may take disciplinary action for any staff member, instructor or student who is found guilty of one or more of the following:

- Complaints from staff, instructors, students or others which may concern conduct that is harmful to the public or inappropriate to the ethical practice of massage therapy, polarity therapy and craniosacral therapy
- Incompetence
- Fraud
- Unethical behavior
- Gross negligence
- Physical/mental impairment affecting performance.
- Willful misconduct in the performance of the profession.
- Violation of one or more of the provisions in the Polarity Healing Arts Code of Professional Conduct for Staff & Instructors
- Criminal charges or conviction of a felony or other crime of moral turpitude
- Failure to cooperate with disciplinary investigations
- Failure to pay required fees
- Failure to provide approved CEUs as requested

Disciplinary Investigations

Prior to sanctions, all activities reported are investigated to verify facts and assure relevance.

Sanctions

If IPSB at Life Energy Institute determines that grounds exist to take disciplinary action, it may take one or more of the following actions or such other action(s) as it may deem appropriate:

- Deny a student's application for examination or certification, or a certificate holder's application for re-certification;
- Require a student to take or retake any relevant Assessments or Exams.
- Invalidate the examination score(s) of a candidate; require a candidate to wait a specified period of time before re-applying to take the examination; and/or revoke a candidate's eligibility to sit for future examinations;
- Require the individual to engage in remedial education and/or training;
- Notify other affected parties of the findings and disciplinary action.
- Recommend a period of probation or permanent dismissal.

Dress Code

While we maintain a casual campus atmosphere, students are asked to respect that the classroom is a professional environment and dress accordingly. Suggested apparel for technique classes is something appropriate for a gym or yoga class that allows bending, stretching, lunging and kneeling. Women's dress should include appropriate coverage and support for breast area. No bare midriffs are permitted for women or men. Long sleeves are not advised, as you students will be working with oil on hands and forearms. Students are recommended to layer clothing for temperature changes. Students are asked to not wear jewelry to class. IPSB at Life Energy Institute is not responsible for lost or stolen articles.

Hygiene Policy

Students are requested to exercise good personal hygiene in class and to bring personal hygiene items as may be needed. Anyone who perspires heavily when active, is recommended to wear a head-band, bring a towel to wipe down, reapply deodorant during class breaks, and bring a change of clothing if necessary. Massage tables and face-rests will be cleaned with anti-bacterial spray at the end of each class.

Draping Policy

Students are taught professional, modest draping techniques. Only uncover the area you are working on unless modality specific in context with the treatment, the pathology and within your scope of practice. The therapist must leave the room before the client undresses and before the client gets up from the table at completion of the massage. If assistance is requested by the client, only remain in clinic room to assist the client on and off the table. Use a clean, dry set of linen for every client. Draping techniques should be proficient - minimize the amount of adjusting.

Class Evaluation Policy

Students are required to complete a Class & Instructor Evaluation form at the end of each class. These forms are reviewed by administration within 1 week of the end of the class. Feedback from the forms is compiled and key findings are provided to management at the end of each month for review.

Animals on Premises

Animals are not permitted on premises at any of IPSB at Life Energy Institute locations. Guide-dogs and service animals will be permitted with written confirmation.



Licensing Requirements

CAMTC approved schools have met minimum standard for training and curriculum, and training hours may be accepted toward education requirements for Certified Massage Therapist applicants. Applicants for CAMTC certification shall have completed at least 500 supervised hours with a minimum of 100 of those hours satisfying CAMTC specified subjects.

Attendance and/or graduation from a CAMTC approved school does not guarantee certification by the CAMTC. Applicants for certification shall meet all requirements as listed in California Business and Professions Code section 4600 et.seq. Pursuant to California Business and Profession Code section 4611, it is an unfair business practice for a person to do any of the following:

Using titles of CMP or CMT

To hold himself or herself out or to use the title of “certified massage therapist” or “certified massage practitioner” or any other term such as “licensed”, “certified”, “CMT”, or “CMP”, in any manner whatsoever that implies or suggests that the person is certified as a massage therapist or massage practitioner, unless that person currently holds an active and valid certificate issued by the California Massage Therapy Council.

To falsely state or advertise or put out any sign or card or other device, or to falsely represent to the public through any print or electronic media, that he or she or any other individual is licensed, certified, nor registered by a governmental agency as a massage therapist or massage practitioner. A student or any member of the public with questions that have not been satisfactorily answered by the school or who would like to file a complaint about this school may contact the California Massage Therapy Council at One Capitol Mall, Suite 320, Sacramento, CA 95814, www.camtc.org, phone 916-669-5336, or fax 916-669-5337.

Polarity Therapy & Craniosacral Therapy Licensing

There is no specific license required to practice Polarity Therapy or Integrative Craniosacral Unwinding in California. For practitioners intending to practice Polarity Therapy and Craniosacral Unwinding in California, it is recommended that you obtain a massage license for the city or county through the California Massage Therapy Council in Sacramento.

Certification

To apply for state certification, each student is required to:

- * register at <https://www.camtc.org/massage-professionals/>
- * complete an application in its entirety and provide satisfactory evidence that you are:
 - o 18 years of age or older
 - o successfully completed the curricula in massage and related subjects totaling a minimum of 500 hours from a CAMTC approved school
- * of the 500 hours, a minimum of 100 hours of instruction shall address anatomy & physiology, contraindications, health and hygiene, and business & ethics.

Licensing Requirements

(cont...)

* submit an IPSB at Life Energy Institute transcript request form to info@myLEI.org.

IPSB at Life Energy Institute will forward a completed transcript directly to CAMTC.

* pass one of the following CAMTC approved exams:

- o Massage and Bodywork Licensing Exam (MBLEx)
- o Board Certification Exam in Therapeutic Massage and Bodywork (BCETMB)
- o National Certification Exam for Therapeutic Massage and Bodywork (NCETMB)
 - Taken on or before February 2015
- o National Certification Exam for Therapeutic Massage (NCETM)
 - Taken on or before February 2015
- o New York State Massage Therapy Examination

* pass a Live Scan fingerprint background investigation specific to CAMTC and has not violated any of the provisions of the California Massage Therapy Act or any policy, procedures, or regulations of CAMTC.

* Pay all fees required by CAMTC

California presently offers a voluntary statewide licensing program for bodywork therapists. All state approved massage/bodywork schools offer certification for the state of California. Certification is not to be confused with licensing. Most cities and counties in California require a valid massage certificate prior to granting a license to practice. IPSB at Life Energy Institute classes are applicable to the voluntary state licensing program for massage therapists.



PROGRAMS

Fundamentals of Massage Program (FMP) 150 Hours PAGE 26

The 150-Hour Fundamentals of Massage Program is an introduction to the field of massage and bodywork. It is the beginning foundation level of training of the self-exploration process and is the building block for further studies.

Integrative Massage and Bodywork Practitioner Program (IMBP) 550 Hours PAGE 28

The 550 Hour Integrative Massage & Bodywork Practitioner program provides in-depth experience in varied bodywork techniques, body mechanics and self care practices. This program provides the required content to become certified as a Certified Massage Therapist with the CAMTC.

Integrative Craniosacral Unwinding Program™ (ICSU) 216 Hours PAGE 36

This program teaches the practitioner how to use their palpation skills to become present in their hands and to get into harmony, resonance and rapport with the fluidic nature of the body. It also teaches a thorough treatment of the connective tissue system throughout the body, from the tip of the toes to the top of the head.

Associated Polarity Practitioner (APP) 139 Hours PAGE 41

The Associate Polarity Practitioner program is the first step on the journey of exploring IPSB at Life Energy. The five core classes are designed to help the student explore, discover, and uncover their own skills and talents while learning the fundamental techniques of Polarity Therapy

Registered Polarity Practitioner (RPP) 438 Hours PAGE 43

The Registered Polarity Practitioner program is an advanced training in Polarity Therapy that provides students with an in-depth exploration of the Life Energy healing protocols developed by Dr. Randolph Stone.

A photograph showing a person's back being massaged by two hands. The person is lying face down, and the hands are positioned on the upper back and shoulder area. The image is overlaid with a semi-transparent green box containing text.

Fundamentals of Massage Program

(FMP)

The 150-Hour Fundamentals of Massage Program is an introduction to the field of massage and bodywork. It is the beginning of the self-exploration process and is the building block for further studies. The program focuses on the traditional style of circulatory massage and includes Tai Chi Chuan, anatomy/physiology, joint mobilization, energy balancing, business, health & hygiene practices, and an introduction to deep massage techniques. This program is a prerequisite for the IMBP Program, and counts towards the total 500 hours required for the IMBP Program.

The following course work is included and lays the foundation for advanced studies:

- **Anatomy/Physiology / 20 hrs**
- **Body Psychology & Communication / 15 hrs**
- **Business & Ethics / 5 hrs**
- **Circulatory Massage / 40 hours**
- **Deep Circulatory Massage - Introduction / 40 hrs**
- **Energy Balancing/Polarity / 4 hrs**
- **Health & Hygiene / 5 hrs**
- **Joint Mobilizations / 4 hrs**
- **Self-Massage / 2 hrs**
- **Tai Chi Chuan / 15 hrs**

Total Hours: 150

ELECTIVES

- Aromatherapy - Raindrop Technique / 8 hrs
- Aromatherapy – Chakra Clearing for Emotional Freedom / 8 hrs
- Aromatherapy - Vitaflex Technique / 8 hrs
- Communication, Resonance & Relations I / 32 hrs
- Core Skills / 24 hrs
- Craniosacral Unwinding I / 24 hrs
- Craniosacral Unwinding II / 24 hrs
- Craniosacral Unwinding III / 24 hrs
- Lymphatic Massage I / 16 hrs
- Lymphatic Drainage / 16 hrs
- Advanced Lymphatic Clearing / 16 hrs
- Neuromuscular Re-Education I / 12 hrs
- Oncology Massage Intro - Massage for Cancer Survivors / 16 hrs
- On-Site Massage / 8 hrs
- Polarity II / 42 hrs
- Postnatal Massage / 16 hrs
- Prenatal Massage / 40 hrs
- Reflexology - Basic Ear / 8 hrs
- Reflexology - Basic Foot / 14 hrs
- Reflexology - Basic Hand / 8 hrs
- Reiki I & II / 16 hrs
- Repatterning Birth Imprints / 16 hrs
- Sensory Repatterning II / 24 hrs
- Sensory Repatterning III / 24 hrs
- Seven Levels of a Still-Point / 16 hrs
- Soul Expression / 16 hrs
- Sound Healing with Tuning Forks / 16 hrs
- Sports Massage I / 16 hrs
- Sports Massage II / 16 hrs
- Traditional Thai Yoga I / 16 hrs
- Traditional Thai Yoga II / 16 hrs
- Trigger Point Integration I – Lower Body / 24 hrs
- Trigger Point Integration II – Upper Body / 24 hrs



Integrative Massage & Bodywork Practitioner Program

(IMBP)

Program Courses (required):

- **Fundamentals of Massage / 150 hrs**
- **Acupressure / 16 hrs**
- **Advanced Circulatory Massage / 32 hrs**
- **Anatomy/Physiology I / 40 hrs**
- **Anatomy/Physiology II / 40 hrs**
- **Aromatherapy – Essential Oil Basics / 8 hrs**
- **Business & Ethics For Bodyworkers / 16 hrs**
- **Contraindications & Pathology / 40 hrs**
- **CPR/First Aid / 8 hrs**
- **Deep Tissue I / 32 hrs**
- **Deep Tissue II / 40 hrs**
- **Deep Tissue III / 40 hrs**
- **Exam Preparation & History of Massage / 8 hrs**
- **Human Energy Systems / 14 hrs**
- **Hydrotherapy / 6 hrs**
- **Palpation Skills / 20 hrs**
- **Polarity I / 16 hrs**
- **Sensory Repatterning I / 24 hrs**

Total Hours: 550

AT THE COMPLETION OF THIS
PROGRAM, A CERTIFICATE IS GRANTED.

The 550 Hour Integrative Massage & Bodywork Practitioner program provides in-depth experience in varied bodywork techniques, body mechanics and self care practices. By pursuing this course of study, the student gains increased sensitivity and understanding of the psycho-structural process that shapes the body and mind. It includes detailed studies of anatomy, physiology and soft tissue therapy. Courses in this program are also approved as elective credits and in many cases can be applied for continuing education.

A Certificate of Completion will be presented upon completion of the program. All classes contain either a hands-on evaluation of technique or an examination. Some classes may contain both.

IMBP Program Course Descriptions (Required Classes)

Fundamentals of Massage Program

150 hours

(Prerequisite for all further massage classes)

The 150-hour Fundamentals of Massage Program is the introduction to the field of massage and bodywork. It is the beginning of the self-exploration process and is the building block for further studies. At the end of this course, a Certificate of Completion is presented.

This training is required for the 550 Hour IMBP Program. To gain licensure for CAMTC certification, completion of a minimum of 500 Hours is required.

Acupressure

16 hours

This course addresses some of the most common client complaint areas found in a massage practice, including headache, neck, shoulder, low back and knees. Students learn to trace all 12 Major Meridians plus two of the Extraordinary Meridians.

Prerequisite: IMBP Program Students only: Fundamentals of Massage or Equivalent

Advanced Circulatory Massage

32 hours

Mastery and expansion of foundational circulatory massage skills is the objective of this class. As students learn new concepts and strokes, they build confidence that gives their work a continuity and flow that moves technique to artistry, dynamic and fun to do. Class includes discussion of the cardiovascular and lymphatic systems, and continues the application of Tai Chi Chuan principles at the massage table. **Prerequisite: Fundamentals of Massage + Core Skills for Transfer Students**

Anatomy and Physiology I

40 hours

A system approach to the study of the human body with specific focus on the effects of massage and bodywork. Curriculum includes tissue study, myology, osteology, immunity, and the lymphatic and cardiovascular systems. Location and function of major muscles also covered.

Prerequisite: IMBP Program Students only: Fundamentals of Massage or Equivalent

Anatomy and Physiology II

40 hours

A system approach to the study of the human body with specific focus on the effects of massage and bodywork as related to the cellular, nervous, reproductive, digestive, respiratory, urinary, endocrine and integumentary systems. Location and function of major muscles also covered. Anatomy/Physiology I is not a prerequisite for this class.

Prerequisite: IMBP Program Students only: Fundamentals of Massage or Equivalent

Aromatherapy: Essential Oil Basics

8 hours

Learn why essential oils are effective, their history from ancient times, how they are produced and applied, and how essential oils are being used in today's medicine. Course covers chemistry, distillation processes, clinical studies and how to safely apply, diffuse and ingest oils. Students are introduced to 20 essential oils and learn about their uses in massage and bodywork, disinfecting, first aid, quality of life and peak performance enhancement, and pain and stress management.

Prerequisite: None

Business & Ethics For Bodyworkers

16 hours

This course provides the student with a solid foundation from which to build a professional massage practice. Students develop their business expertise as they clarify their intentions as bodyworkers and discover and encourage their authentic voice. Concerns around boundaries, communication, sexuality and safety are explored. Business topics include developing a vision, effective interviewing skills, and marketing strategies. You will create a plan of action that reflects your authentic self. Recommended to be taken soon after completion of the Massage Technician Training. **IMBP Program Students Only: Fundamentals of Massage**

Contraindications & Pathology

40 hours

Class content includes a survey of such pathological issues including as musculo-skeletal conditions, traumatic injuries and neurological disorders most commonly encountered in a massage practice. Course also covers dermatological conditions and infectious disorders with emphasis on hygienic measures for client/therapist safety. **IMBP Program Students Only: Anatomy/Physiology I & II or approval**

CPR/First Aid

8 hours

Adult/child/infant CPR, standard first aid and AED. A two-year certification will be provided upon completion. **Prerequisite: None**

Deep Tissue I

32 hours

This Deep Tissue class addresses tissue layer by layer, non-invasively, with the goal of producing maximum release with minimal effort and without adding trauma to tissue already traumatized. This three course series also deepens understanding of anatomy and how it functions in relation to posture and Body-mind considerations. Educating clients to feel for the experience of tissue release and not just pressure on the tissue is also an important component of IPSB at Life Energy Institute Deep Tissue, as is self-care practices for the client and therapist. Deep Tissue I will advance the student's anatomical understanding of individual muscles and their actions and heightens palpation recognition of the different qualities of tension in the tissue.

IMBP Program Students Only: Fundamentals of Massage & Advanced Circulatory Massage

Deep Tissue II

40 hours

Focus is on lower body from the diaphragm down. Anatomy becomes more in-depth including muscle origins, insertions and actions. Body-mind concepts as they relate to the lower body are explored and experienced. Understanding of common pathologies such as shin splints, plantar fasciitis, piriformis syndrome and psoas issues are covered with specific tools and technique to treat them. Practice of Tai Chi Chuan and body mechanics principles continue and new tools for self-care are introduced.

IMBP Program Students Only: Deep Tissue I, Palpation Skills

Deep Tissue III

40 hours

Focus is on upper body from the diaphragm up. Anatomy becomes more in-depth including muscle origins, insertions and actions. Body-mind concepts as they relate to the upper body are explored and experienced. Understanding of common pathologies such as carpal tunnel syndrome, thoracic outlet syndrome, upper cross syndrome and tennis elbow are covered with specific tools and technique to treat them. Practice of Tai Chi Chuan and body mechanics principles continue and new tools for self-care are introduced. **IMBP Program Students Only: Deep Tissue II**

Exam Preparation & History of Massage

8 hours

Know what to study for the MBLEx examination – the required examination to achieve CAMTC certification. This class covers the entire process from submitting an application to taking the exam, in compliance with the Massage & Bodywork Licensing Examination Candidate Handbook. Course content including study guides, quizzes, and word definitions for 10 subjects, including Anatomy & Physiology, Kinesiology, Client Assessment, and Pathology. **Prerequisite: None. Recommended: Towards end of program.**

Human Energy Systems

14 hours

A cross-cultural view of energetic systems connected to the physical body. Meridian theory, chakras, aura balancing, visualization, space cleaning and feng shui for personal and professional environments are presented and explored through lecture and hands-on experience. Students learn how bodywork affects the balance and movement of energy. **Prerequisite: None**

Hydrotherapy

6 hours

Introduction to the physiological effects of hot, cold and water treatments, plus safe, practical application of selected treatments for private practice. **Prerequisite: IMBP Program: Fundamentals of Massage**

Palpation Skills

20 hours

Through palpation, students explore the entire body, building tactile recognition of specific anatomical structures. Focus is on bony landmarks, muscle location and soft tissue textures. Knowledgeable palpation is an essential skill for the advancement of any bodyworker. Required for Deep Tissue II. Recommended for all advanced massage courses. **Prerequisite: Fundamentals of Massage or Equivalent**

Polarity I

16 hours

General Session Learn how to feel and palpate life energy by utilizing hands-on contacts, toning, breathing and gentle counseling techniques to create a holistic healing approach that can also enhance other modalities. Discover the energetic map to the body and how to touch and relate in this style. This course is the foundation for developing as an energetic practitioner. **Prerequisite: None**

Sensory Repatterning I

24 hours

In this advanced form of passive joint mobilization, the client's body is moved, rocked, cradled and invited to let go, creating sensations of openness and freedom, fluidity and joy. Sensory Repatterning I explores the key principles of Timing, Gravity, The Skeleton and the Wave. Students not only learn an amazingly effective 50-minute "treatment", but also deeply enhance the quality of touch and movement they bring to the table when giving any type of bodywork. Sensory Homework: Three full 50-minute sessions must be completed and logged to receive credit for this course.

IMBP Program Students Only: Fundamentals of Massage or Equivalent.

“ I loved my experience at IPSB. The ‘family’ type atmosphere is so warm and inviting.

IPSB’s program has a wonderful focus on proper body positioning to protect and secure longevity as a massage therapist, but I was completely drawn in by the body/mind philosophy. I felt my education was not only in Massage Therapy, but also an education in my self.”

- *Amy Mullin*, IPSB Alumni

IMBP **ELECTIVES** Course Descriptions

Aromatherapy – Chakra Clearing for Emotional Freedom / 8 Hours

Students learn how to create and perform a healing ceremony that was translated and adapted from hieroglyphics on the temple walls of the Egyptian high priestess Isis. Students will learn about specific essential oil blend recipes to be applied mindfully and meditatively, while holding a therapeutic presence for their clients. This a deeply relaxing and restorative protocol that may help release negative emotions and memories while opening new pathways for fresh life energy and future choices.

Prerequisite: None

Aromatherapy - Raindrop Technique / 8 Hours

balance the central nervous system, release dormant viruses that hibernate along the spine and highly oxygenate the cells of all the systems. This treatment can be integrated with all types of emotional and physical therapies. This class requires that you bring towels and a set of sheets to class. **Prerequisite: None**

Aromatherapy – Vitaflex Technique / 8 Hours

Vita-Flex means "vitality through the reflexes." It is a specialized form of reflexive massage that uses rolling and releasing motions to activate reflex points on the feet, hands, and various areas throughout the entire body. It's a tremendous tool that assists the body in healing itself, and is particularly effective in delivering the benefits of essential oils throughout the body.

Prerequisite: None

Communication, Resonance & Relations I / 32 Hours

Learn verbal skills that allow you to guide a client to resolution. This class combines energetic principles with techniques drawn from NLP, Gestalt, Bioenergetics and Ericksonian Trancework. Emphasis is placed on integrating verbal work with bodywork and exploring the energetic meaning of physical postures, movements and responses. **Prerequisite: None**

Core Skills / 24 Hours

This course for new and seasoned massage professionals overviews the principles of IPSB Massage through movement explorations, hands-on bodywork and exercises in personal sensory awareness. Students learn tai chi-based movements to integrate into their massage repertoire as well as a kinder, gentler approach to deeper circulatory work. Proper body mechanics, an introduction to tai chi, communications skills, professional boundaries, injury prevention and integration of body, mind and heart are emphasized. Required for transfer students enrolling in IPSB Advanced Circulatory Massage & Deep Tissue classes. **Prerequisite: None**

Craniosacral Unwinding I / 24 hours

This class sets the foundation for the Integrative Craniosacral Unwinding Program. It explores the concepts of the Craniosacral rhythm, fluid tides and the connective tissue system of the body. The focus of the class is on developing palpation skills or cranial touch. The way we touch the body in cranial work is unique and it allows students to listen to the client’s system in a deeper way. Students are also introduced to the concept of holding space for the client so that the internal intelligence of the system can be contacted. In addition, this class also explores finding and having boundaries between practitioner and client and unwinding tissue by tracking the inherent movements in the body. **Prerequisite: None**

Craniosacral Unwinding II / 24 Hours

Expanding on the previous course, the student gains a deeper appreciation of the workings of the cranial vault and the cranial bones as well as the palpation art of unwinding. Facilitation of the facial bones is also addressed. This class focuses on the body via the connective tissue system. **Prerequisite: None**

Craniosacral Unwinding III / 24 Hours

This third class in the cranial series provides students with an experience of integrating techniques earned in Cranial I & II to gain a unified approach to doing cranial work. The focus is on using communication, presencing, visualization and energy-based skills to perform process-oriented cranial work. **Prerequisite: None**

Lymphatic Massage I / 16 Hours

This class will focus on the anatomy and physiology of the lymphatic system as well as indications, contraindications and massage protocols. Students will learn to assess and palpate the lymph node and channels as well as demonstrate appropriate technique. **Prerequisite: Fundamentals of Massage or equivalent**

Lymphatic Drainage / 16 Hours

This course is the follow up class to Lymphatic Massage I and will focus on the anatomy of deeper vessels and organs of the lymphatic and the immune systems. Presenting more conditions and pathologies with the system and manual drainage techniques. **Prerequisite: Lymphatic Massage I**

Advanced Lymphatic Clearing / 16 Hours

This course is the follow up class to Lymphatic Drainage and will focus on the anatomy of deeper vessels and organs of the lymphatic and the immune systems. Presenting more conditions and pathologies with the system and manual drainage techniques. **Prerequisite: Lymphatic Drainage**

Neuromuscular Re-Education / 12 Hours

This course offers techniques in micro-movement and hands-on body-work which can be applied to one's own body and to others. The objective is to release compulsive muscular patterns and armoring by using the skeleton's relationship to gravity for centering, realignment and expansion. Each course focuses on a particular area of the body. Neuromuscular Re-Education I concentrates on the extremities and pelvis. **Prerequisite: Fundamentals of Massage Program (FMP)**

Oncology Massage Intro / 16 Hours

One in four Californians receives a cancer diagnosis. Massage and bodywork therapies are increasingly being used for symptom control and to improve quality of life during cancer treatment and recovery. This course addresses the clinical and practical information bodyworkers need to be aware of in order to knowledgeably provide clinically safe and effective touch for people in or with a history of cancer treatment. Oncology Massage provides specific and tangible information for therapists wanting to address the unique and changing needs of an oncology clientele. Presented in association with non-profit Greet the Day. **Prerequisite: Fundamentals of Massage Program (FMP)**

On-Site Massage / 8 Hours

Chair and table work is taught to be done in public settings, or to introduce bodywork to people without the need for them to disrobe. Increase versatility, revitalize a practice and potentially build clientele. **Prerequisite: None**

Polarity II - Elements / 42 Hours

An in-depth exploration of Polarity energetics and the expression of life energy through the Five Elements: Ether, Air, Fire, Water and Earth. Students learn bodywork sessions for balancing each element and basic Polarity exercises. Emphasis is on understanding the activity of elemental energies in our own lives so we can work with these energies in others. Weather permitting, students will be led on excursions to experience and embody the elements in nature. **Prerequisite: Polarity I**

Postnatal Massage / 16 Hours

This course focuses on how to use massage to support mom and baby in the postnatal period from birth for the first year. Implications considered include vaginal birth, caesarean birth/working with scar tissue, supporting pelvic floor recovery, breastfeeding support and bonding with baby. Techniques include working with Mom and baby on the massage table, with an emphasis on appropriate work for both Mom and baby. **Prerequisite: None. Recommended: Prenatal Massage**

Prenatal Massage / 40 Hours

This course is geared for the practitioner who would like to offer safe and knowledgeable bodywork techniques for pregnant clients. The focus is on developing the therapist's confidence with a thorough understanding of anatomy/physiology during pregnancy, contraindications and basic complaints and pathologies. Students learn client positioning, specialized pregnancy massage techniques including deep tissue concepts, communication skills and responsible record-keeping. This course concludes with a supervised study group experience working on expectant mother volunteers.

Prerequisite: Fundamentals of Massage or equivalent

Reflexology : Basic Ear / 8 Hours

Ear reflexology uses specific touch techniques and holds on the outer ear. It is considered the best reflex method for efficiently relieving most muscular-skeletal pain, and has a relaxing effect beyond that of hand and foot reflexology. Working with the ears is part of PTSD and addiction treatments and flows well with craniosacral work. Ear reflexology is recognized all over the world as a medical map and also is part of traditional Chinese Medicine. **Prerequisite: None**

Reflexology : Basic Foot / 14 Hours

Learn how to stimulate the body's innate healing forces with reflexology to help yourself and others feel better. This basic foot routine can stand alone or be integrated into any bodywork session. Class includes theory, principles and the origin of foot reflexology along with the interpretation of reflex charts. **Prerequisite: None**

Reflexology : Basic Hand / 8 Hours

Explore hand reflexology and its benefits for massage therapists and clients. Learn protocols in which the hands are the best reflex map to work. You will also receive an introduction to the Korean Hand Map, Taiwanese Finger Map and Jin Shin Jyiusu, as well as other valuable acupressure points and meridians. Hand reflexology is easily incorporated into a bodywork session or may stand on its own. Benefits include facilitating self-care and prevention of repetitive stress disorders. **Prerequisite: None**

Repatterning Birth Trauma / 16 Hours

Incorporating how the application of Craniosacral Balancing and the Polarity Paradigm of the three Gunas support adults to heal pre-natal and birth trauma. **Prerequisite: None**

Reiki - Level I & II / 16 Hours

Experience the Universal Life Force Energy known as Reiki in this two-part training based in the Dr. Usui System, utilizing materials by the International Center of Reiki. Learn how Reiki promotes relaxation, balance and healing and impacts the aura, chakras and meridians. Part I emphasizes self-treatment to support mind/body balance. Topics include the history of Reiki, how Reiki works, a Reiki attunement/initiation, systematic self-treatment and Japanese Reiki techniques. Part II deepens the Reiki connection with a second attunement and three Reiki symbols that strengthen and focus Reiki for physical, mental/emotional and distant healing. Students completing the course are certified as Level II Reiki Practitioners. **Prerequisite: None**

Sensory Repatterning II / 24 Hours

Learn more Sensory Repatterning techniques. Focus on vision, sensitivity and rhythm, and improving your artistic skills as an integrative body-worker. **Prerequisite: Sensory Repatterning I**

Sensory Repatterning III / 24 Hours

Review and refinement of a Sensory Repatterning routine. Exploration and deepening the concepts of healing through creative artwork. **Prerequisite: Sensory Repatterning II**

Seven Levels of a Still Point / 16 Hours

This class follows different cranial rhythms through seven energetic levels into the heart of stillness. Images, sensations, emotions, thoughts, undulations, and oceanic perceptions are discussed in the context of "veils of stillness". Anatomical and physiological changes are connected with a larger continuum of energetic transformation. Discussions are supported by special pictures drawn by patients as part of their still point process. **Prerequisite: None**

Sound Healing with Tuning Forks / 16 Hours

Sound Healing with Tuning Forks uses a BioSonic energy medicine approach, developed by Dr. John Bealeiu, which integrates spiritual wisdom, energy healing, systems science, and molecular research. Students learn practical methods of using tuning forks to tune the nervous system, stimulate trigger points, and align posture. Special emphasis is given to developing systematic evaluation methods based on energy field evaluation.

Prerequisite: None

Soul Expression /16 Hours

Incorporate creative, fluidic and expressive breath and movement as a strategy to unwinding and healing emotional and physical injuries and traumas. **Prerequisite: None**

Sports Massage I /16 Hours

This hands-on class focuses on pre-and post-event massage techniques for various competitive athletes. Stretching techniques, cramp relief techniques, cryotherapy and hypo/hyperthermia are also discussed. Highly recommended: Previous advanced Anatomy studies or Palpation Skills or Deep Tissue I. **Prerequisite: None**

Sports Massage II / 16 Hours

The second course in this series discusses how and why common athletic injuries occur and looks at rehabilitative and preventative techniques. Cross-fiber friction, trigger point work, myofascial release and PNF techniques are covered. **Prerequisite: Sports Massage I**

Traditional Thai Yoga Part I / 16 Hours

Thai Yoga Therapy (or Thai Massage) integrates the art of traditional Thai massage with other techniques and practices of Yoga Therapy. This deeply therapeutic modality is a combination of rhythmic massage, acupressure, assisted stretching, breath work, and energy balancing. Thai Yoga Therapy has been described as assisted Hatha Yoga and becomes a beautiful and graceful dance between giver and receiver. **Prerequisite: None**

Traditional Thai Yoga Part II / 16 Hours

Thai Yoga Therapy (or Thai Massage) integrates the art of traditional Thai massage with other techniques and practices of Yoga Therapy. This deeply therapeutic modality is a combination of rhythmic massage, acupressure, assisted stretching, breath work, and energy balancing. Thai Yoga Therapy has been described as assisted Hatha Yoga and becomes a beautiful and graceful dance between giver and receiver. **Prerequisite: None**

Trigger Point Integration – Lower Body / 24 Hours

Geared to the massage and bodywork professional, Trigger Point Integration uses texts, graphics and hands-on techniques to help students identify and target Trigger Points that correspond to common client muscular complaints. Focus is on specific anatomy, formation theories, treatment protocols and recovery recommendations. Upper and Lower Body classes may be taken in either sequence. (Lower – Diaphragm to Feet)

Prerequisite: Deep Tissue I. Recommended: Deep Tissue II

Trigger Point Integration – Upper Body / 24 Hours

Geared to the massage and bodywork professional, Trigger Point Integration uses texts, graphics and hands-on techniques to help students identify and target Trigger Points that correspond to common client muscular complaints. Focus is on specific anatomy, formation theories, treatment protocols and recovery recommendations. Upper and Lower Body classes may be taken in either sequence. (Upper – Head to 12th Rib)

Prerequisite: Deep Tissue I. Recommended: Deep Tissue

The following course work is required to complete the Integrative Craniosacral Unwinding™ program:

- Craniosacral Unwinding I / 24 hrs
- Craniosacral Unwinding II / 24 hrs
- Craniosacral Unwinding III / 24 hrs
- Craniosacral Unwinding IV / 16 hrs
- Craniosacral Unwinding V / 16 hrs
- Craniosacral Anatomy & Listening Skills I / 16 hrs
- Craniosacral Anatomy & Listening Skills II / 16 hrs
- Communication, Resonance & Relations I / 32 hrs
- Evaluation / 17 hrs
- Study Group / 21 hrs
- Receive 5 Craniosacral sessions from an approved Registered Polarity Practitioner [RPP]*
- Complete 30 written Craniosacral case studies that are reviewed by an approved RPP

Total Hours: 216

* Session fees in addition to total program fee. Fee varies by instructor. Fee range: \$85 - \$125/session.

**The 30 case studies are applicable toward the 100 case studies required for RPP eligibility.

Fee for Case Study review in addition to total program fee. Fee varies by instructor.
Fee range: \$85 - \$125/session.

AT THE COMPLETION OF THIS PROGRAM, A CERTIFICATE IS GRANTED.

Integrative Craniosacral Unwinding™

(ICSU)



ICSU Program Course Descriptions

Craniosacral Unwinding I

24 hours

This class sets the foundation for the Integrative Craniosacral Unwinding Program. It explores the concepts of the Craniosacral rhythm, fluid tides and the connective tissue system of the body. The focus of the class is on developing palpation skills or cranial touch. The way we touch the body in cranial work is unique and it allows students to listen to the client's system in a deeper way. Students are also introduced to the concept of holding space for the client so that the internal intelligence of the system can be contacted. In addition, this class also explores finding and having boundaries between practitioner and client and unwinding tissue by tracking the inherent movements in the body.

Prerequisite: None

Craniosacral Unwinding II

24 hours

This class focuses on physical and energetic techniques for working with the bones of the cranium and their relationship to the body through the connective tissue system. Students learn to unwind facial bones and explore techniques for working in the mouth and unwinding teeth. This class also looks at classic and energetic still-point induction techniques that can be done at both the occiput and the sacrum. **Prerequisite: None**

Craniosacral Unwinding III

24 hours

This class integrates all previous work and provides a deeper understanding of full body unwinding. It supports students in finding their "way" with this work by learning to relate to and move with their client's process. Students also learn basic verbal counseling skills to help support the client's process by talking to the system. **Prerequisite: None**

Craniosacral Unwinding IV

16 hours

This class is an in-depth exploration of the concept of vector axis alignment within the Craniosacral system. Students learn about the anatomy of vectors, how to recognize and palpate them, and techniques for aligning the vectors at all levels of the system. **Prerequisite: None**

Craniosacral Unwinding V

16 hours

This class is an in-depth exploration of the concept of the point of balance tension within the Craniosacral system. Students learn to identify and release places of tension within the client's system. This class explores ways of holding one point within the Craniosacral system that allows a client's entire system to come into balance. **Prerequisite: None**

Craniosacral Anatomy & Listening Skills I

16 hours

This class is about deepening your palpation skills as a practitioner. It explores the physical and energetic anatomy of the cranial system and helps students learn to listen to the client's system through their hands and through space they are holding for the client. Students learn to palpate the energetic, fluid and physical levels of the client's system. **Prerequisite: None**

Craniosacral Anatomy & Listening Skills II

16 hours

Expanding on the topics of Anatomy Listening 1, this class is intended to empower the student/practitioner in their ability to palpate and work with potent aspects of the craniosacral system.

Prerequisite: None

Communication, Resonance & Relations I

32 hours

This class focuses on verbal and non-verbal communication skills to help establish healthy boundaries between practitioner and client. The class facilitates finding rapport and understanding during a session. This class, while not a substitute for psychological training, explores the relationship between mind and body with an emphasis on integrating verbal work with bodywork. Students learn to talk to the energy of the system, to help guide their clients to resolution without getting too caught up in the content of someone's story. **Prerequisite:** None

Evaluation

17 hours

This class helps students integrate their polarity/cranial skills to create balanced sessions, time management skills, and appropriate boundaries. The class also helps prepare students to begin their practice. It focuses on integrating verbal and non-verbal techniques and helps the student learn to focus on the issue and to get to the point with each client they work with. The student also learns how to write up case studies using evaluative and management skills. **Recommended at end of Program**

Study Group

21 hours

Study Group provides students with an opportunity to do an entire session on a client they do not know and to receive reflection and feedback from their instructors and peers. Each practitioner is encouraged to embrace personal strengths and to meet challenges that unfold during an actual session that is witnessed by others. **Recommended at end of Program**

What is Integrative Craniosacral Unwinding?

Integrative Craniosacral Unwinding is a therapeutic modality that offers a specialty training for the bodyworker, massage therapist, chiropractor, physical therapist, and anyone working with the body in the healing arts. It teaches the practitioner how to use their palpation skills (to become present in their hands) to get into harmony, resonance and rapport with the fluidic nature of the body. It also teaches a thorough treatment of the connective tissue system throughout the body, from the tip of the toes to the top of the head.

“When all of the fulcrums are synchronized there will be peace and harmony.”

-W.G. Sutherland DO



William Garner Sutherland, D.O.
(1873–1954)

...was an American osteopathic physician and important figure in American osteopathic medicine. Several of his manual therapy techniques are still practiced today by a small minority of practitioners of osteopathic medicine. Sutherland was the first osteopathic physician to conceptualize the cranial approach and teach it systematically. However, Sutherland acknowledged Andrew Taylor Still as the developer of all osteopathy, including the cranial approach. Sutherland was the first person to claim to feel a rhythmic shape change in the bones of the cranium. He later applied this movement to all body tissues and this movement is the agent of change in dysfunctional tissues. He later named this motion the body's "Primary Respiration."

What is Polarity Therapy?

POLARITY THERAPY

.....works with life energy in all of its forms, using a comprehensive system of bodywork, exercise, nutritional guidance, and verbal counseling to bring body, mind, emotions, and spirit into a state of balance, harmony, and vibrant health.

Developed by Dr. Randolph Stone (1890-1981), an osteopath, chiropractor, and naturopath who sought to integrate Eastern and Western approaches to healing (such as reflexology, acupuncture, craniosacral balancing, yoga, and Ayurveda), Polarity Therapy is more than just a collection of techniques.

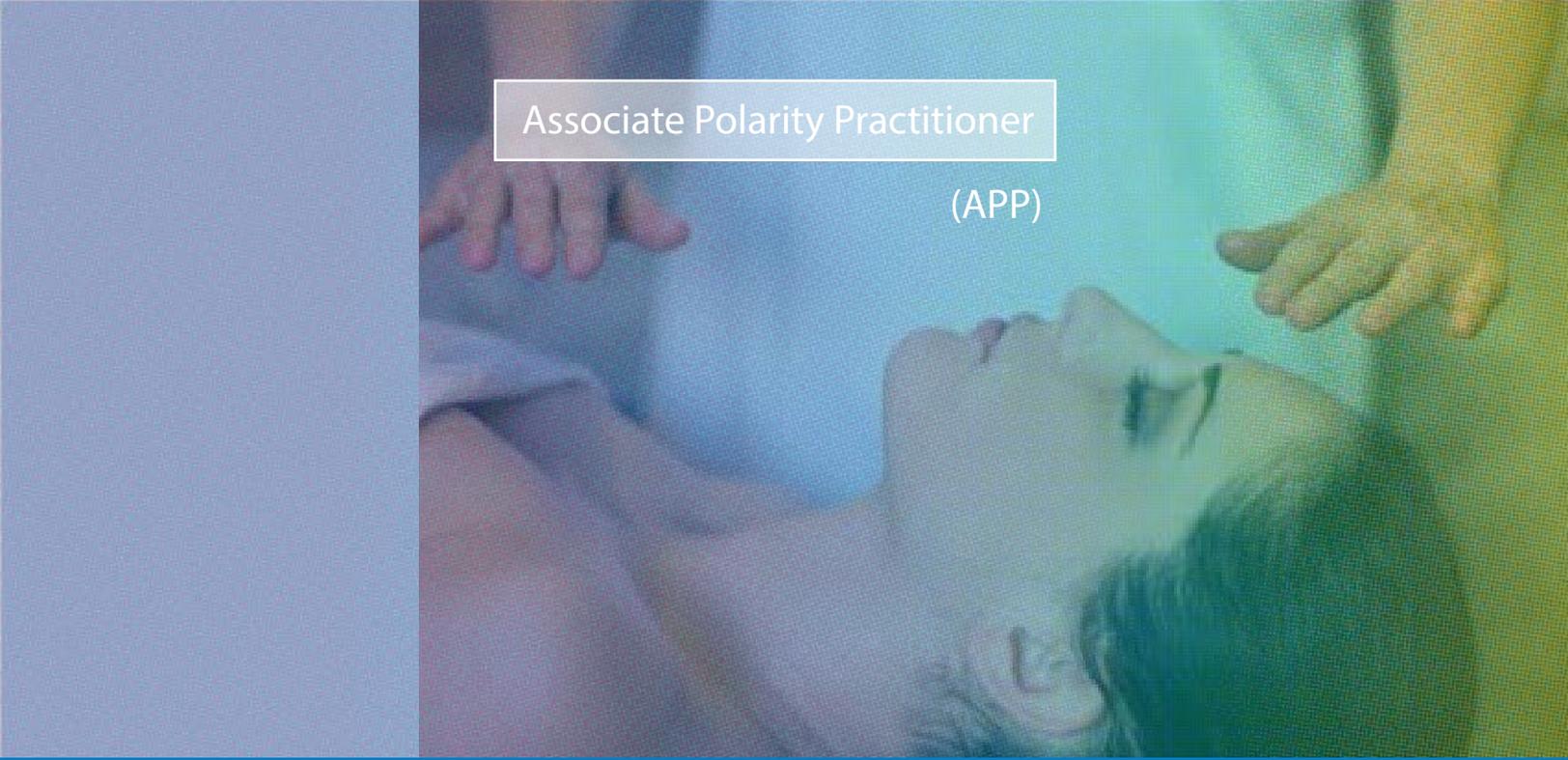
At its heart, **it is a set of principles about the balance and flow of life energy,**

which Dr. Stone believed to be the underlying essence of all healing arts.

This is attested to by the growing number of healthcare professionals (such as nurses, chiropractors, physical therapists, creative arts therapists, and massage practitioners) who are successfully incorporating Polarity Therapy into their work.

When we are truly well, our bodies vibrate vitality, and our thoughts and emotions are in alignment with our soul's truth. The polarity model of healing sees the body's imbalances as the final "printout" of information entered long ago. Polarity Therapy serves as the key that can unlock the door to the source, thereby allowing for genuinely new choices.

Utilizing hands-on contacts, toning, breathing, and gentle counseling techniques, this work embodies a full holistic healthcare system and can be used to empower other modalities as well.



Associate Polarity Practitioner

(APP)

The Associate Polarity Practitioner program is the first step on the journey of exploring IPSB at Life Energy Institute. The five core classes (described below) are designed to help the student explore, discover, and uncover their own skills and talents while learning the fundamental techniques of Polarity Therapy. In addition, the APP program can stimulate and support a student's self-healing process and help them begin or deepen their own spiritual journey.

AT THE COMPLETION OF THIS PROGRAM, A CERTIFICATE IS GRANTED.

The following course work is required to complete the APP program:

- Polarity Therapy I / 16 hrs
- Polarity Therapy II / 42 hrs
- Communication, Resonance & Relations I / 32 hrs
- Evaluation / 17 hrs
- Study Group / 21 hrs
- Receive 5 polarity sessions from an approved Registered Polarity Practitioner [RPP]*
- Complete 30 written case studies reviewed by an approved RPP Mentor**

TOTAL HOURS: 139

*Session fees varies by instructor. Fee range: \$85 - \$125/session.

** The 30 case studies are applicable toward the 100 case studies required for RPP eligibility. Fee for Case Study review in addition to total program fee. Fee varies by instructor. Fee range: \$85 - \$125/session.

APP Program Course Descriptions

Polarity Therapy I: "General Session"

16 hours

This class sets the foundation for all the other classes in the Polarity programs and introduces the basic principles of how energy flows in the body. Students learn the Polarity General Session, a complete bodywork protocol for aligning and balancing Life Energy. Emphasis is placed on developing the art of touch and understanding the relationship between body, mind, and spirit in the healing process. Using hands-on contacts, toning, breathing, and gentle counseling techniques, Polarity Therapy embodies a complete holistic health care approach that can be used with many other bodywork modalities. **Prerequisite: None**

Polarity Therapy II: "The Elements"

42 hours

This class sets the foundation for all the other classes in the Polarity programs and introduces the Polarity Therapy is based on five elements [Ether, Air, Fire, Water, and Earth] and understanding how those elements are expressed energetically in the body. This class offers an in-depth exploration of the elemental qualities of energy. Students learn bodywork protocols and basic Polarity exercises for balancing each element. Emphasis is placed on understanding how the elements are moving in our own lives and bodies, so that we can work with these energies in others. This class often includes excursions to experience the elements in nature. **Prerequisite: None**

Communication, Resonance & Relations I

32 hours

This class sets the foundation for all the other classes in the Polarity programs and introduces the This class focuses on verbal and non-verbal communication skills to help establish healthy boundaries between practitioner and client. The class facilitates finding rapport and understanding during a session. This class, while not a substitute for psychological training, explores the relationship between mind and body with an emphasis on integrating verbal work with bodywork. Students learn to talk to the energy of the system, to help guide their clients to resolution without getting too caught up in the content of someone's story. **Prerequisite: None**

Evaluation

17 hours

This class sets the foundation for all the other classes in the Polarity programs and introduces the This class helps students integrate their polarity skills to create balanced sessions time management skills, and appropriate boundaries. The class also helps prepare students to begin their practice. It focuses on integrating verbal and non-verbal techniques and helps the student learn to focus on the issue and to get to the point with each client they work with. The student also learns how to write up case studies using evaluative and management skills. **Recommended at end of Program**

Study Group

21 hours

This class sets the foundation for all the other classes in the Polarity programs and introduces the Study Group provides students with an opportunity to do an entire session on a client they do not know and to receive reflection and feedback from their instructors and peers. Each practitioner is encouraged to embrace personal strengths and to meet challenges that unfold during an actual session that is witnessed by others. **Recommended at end of Program**

The following course work is required to complete the RPP program:

- Complete APP Requirements
- Advanced Elements / 36 hrs
- Advanced Study Group / 16 hrs
- Advanced Supervision / 16 hrs
- Autonomic Nervous System / 24 hrs
- Communication, Resonance & Relations II / 32 hrs
- Craniosacral Unwinding I / 24 hrs
- Craniosacral Unwinding II / 24 hrs
- Craniosacral Unwinding III / 24 hrs
- Energetic Nutrition / 16 hrs
- Five-Pointed Star & Lymphatic Drainage / 16 hrs
- Integration of RPP Skills / 8 hrs
- Practicum/Internship / 45 hrs
- Polarity Exercise / 14 hrs
- Radiant Business & Ethics / 32 hrs

- Radiant Cleanse / 21 hrs
- Six-Pointed Star & Colon / 16 hrs
- Spinal Balancing / 24 hrs
- Electives / 50 hrs
- Receive 10 Polarity sessions from an approved Registered Polarity Practitioner (RPP)*
- Complete 70 additional written case studies for a total of 100 case studies] reviewed by an approved RPP Practitioner

Total Hours: 438

**Session fees in addition to total program fee. Fee varies by instructor. Fee range: \$85 - \$125/session.*

*** Case Study review in addition to total program fee. Fee varies by instructor. Fee range: \$85 - \$125/session.*

AT THE COMPLETION OF THIS PROGRAM, A CERTIFICATE IS GRANTED.

The Registered Polarity Practitioner program is an advanced training in Polarity Therapy that provides students with an in-depth exploration of the Life Energy healing protocols developed by Dr. Randolph Stone.



Registered Polarity Practitioner
(RPP)

RPP Program Course Descriptions

Advanced Elements / 36 hours

This class helps students gain a deeper relationship with the five elements. It explores the physical anatomy of Dr. Stone's oval fields and looks at how the chakras shape and are shaped by our experiences. How behavior and culture impact those experiences and the psychological and spiritual implications of trauma and abuse are also discussed. Students learn to develop clinical applications of Polarity Therapy to assist clients facing specific physical conditions.

Prerequisite: Applied Polarity Practitioner (APP) **Open as an elective class to all Workshop Students**

Advanced Study Group/Student Clinic / 16 hours

This class provides an opportunity to work with clients under direct clinical supervision. The practitioner becomes empowered through self-reflection and peer/instructor feedback in the clinical setting.

Prerequisite: Applied Polarity Practitioner (APP) **Open as an elective class to all Workshop Students**

Advanced Supervision / 16 hours

Students bring examples of specific case studies they have done that have been personally challenging. These examples are examined and reflected in such a way that helps students explore their personal process and practice, especially concerning transference and counter-transference issues. Supervision work is essential to keep the client/practitioner relationship clean, clear, and healthy.

Prerequisite: Applied Polarity Practitioner (APP) **Open as an elective class to all Workshop Students**

Autonomic Nervous System / 24 hours

The autonomic nervous system is the interface between mind and body. Students learn advanced techniques to release holding patterns in the spine, brachial plexus, perineum, and coccyx that bring balance to the parasympathetic/sympathetic nervous system and help to integrate mind, body, and spirit.

Prerequisite: Applied Polarity Practitioner (APP) **Open as an elective class to all Workshop Students**

Business & Ethics / 32 hours

This class gives students a foundation in professional ethics and helps strengthen their business and boundary skills. The intention is to empower, prepare, and motivate students to become successful financially, emotionally, consciously, and spiritually while honoring their work in life.

Prerequisite: None **Open as an elective class to all Workshop Students**

Communication, Resonance & Relations II / 32 hours

This class offers an opportunity to review and master the skills learned in Communication for Bodyworkers I. It explores new ways of speaking directly to the cause of a client's distress and crisis. It helps students strengthen their boundaries and develop skills in pattern interruption, metaphors, and future pacing. Student will receive direct coaching in evaluating their own patterns of communication and will be supported in finding ways to break those patterns.

Prerequisite: Applied Polarity Practitioner (APP) **Open as an elective class to all Workshop Students**

Energetic Nutrition / 16 hours

Students learn to recognize the elemental qualities of food. Students explore tools like food diaries to help them honor their clients' relationships and patterns with food. This class integrates esoteric, energetic, traditional, and scientific understanding of nutrition. It provides experience and awareness that help students guide their clients toward a balanced and holistic relationship with food.

Prerequisite: Applied Polarity Practitioner (APP) **Open as an elective class to all Workshop Students**

Five-Pointed Star & Lymphatic System / 16 hours

The five-pointed star in the body can reveal how we experience life. This class involves recognizing this image in our clients and learning techniques for bringing the system into balance. It also focuses on cleansing and fortifying the body's energetic lymphatic system by understanding its anatomy and physiology and using energetic lymphatic massage. Students learn which herbs, essential oils, and food facilitate keeping the system clean and healthy.

Prerequisite: Applied Polarity Practitioner (APP) **Open as an elective class to all Workshop Students**

Integration of RPP Skills / 8 hours

This class explores ways for students to incorporate all of the skills and tools they've learned and to use them in a polarity session.

Prerequisite: Applied Polarity Practitioner (APP) **Open as an elective class to all Workshop Students**

Practicum/ Internship / 45 hours

This is the final classroom experience for students who have completed all the other RPP classes. Each student gives a session to a client in front of the entire class and then receives feedback from teachers and classmates. It is an empowering experience and a rite of passage into private practice.

Prerequisite: Applied Polarity Practitioner (APP) **Open as an elective class to all Workshop Students**

Polarity Exercise / 14 hours

In this class students explore stretching postures, breathing, and sound as a way of increasing vitality and flexibility and to balance each of the five elements within the body. Students learn ways of using Dr. Stone's exercises with their clients to help continue on their own the work that begins during a polarity session. Polarity exercise is easy and fun and can be done by almost anyone regardless of age or physical condition.

Prerequisite: Applied Polarity Practitioner (APP) **Open as an elective class to all Workshop Students**

Radiant Cleanse / 21 hours

As one makes the commitment to cleanse and the old debris falls away, our life energy becomes lighter and clearer. Cleansing can be an extremely insightful and inspirational process as it helps us create the space in our lives to become more vibrant and stronger. Using Dr. Stone's Health Building techniques as our guideline, this class includes concepts of cleansing through a self-exploratory process. Students work at their own pace and learn to and principles for spiritual, mental, emotional, and physical rejuvenation.

Prerequisite: Applied Polarity Practitioner (APP) **Open as an elective class to all Workshop Students**

Six-Pointed Star & Colon / 16 hours

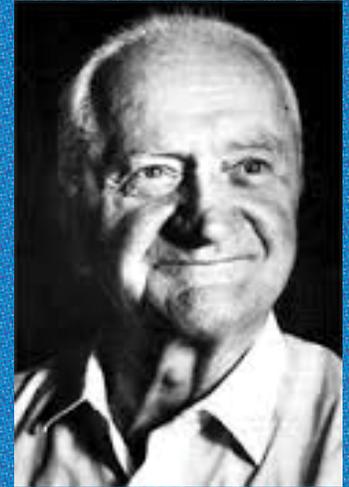
The six-pointed star has two triangles, one facing up and the other down. Dr. Stone said, "As above, so below. What goes on in the earth also goes on in heaven." Students learn to integrate these fields by balancing the highest frequencies of the spine with the lowest frequencies of the colon.

Prerequisite: Applied Polarity Practitioner (APP) **Open as an elective class to all Workshop Students**

Spinal Balancing / 24 hours

This class explores Dr. Stone's techniques of balancing the sacrum and aligning the spine. The spine is the tree of life, which rests on the sacrum or "sacred bone". When the sacrum and spine are aligned, the cranium opens like a flower. Students learn muscle and vertebrae releases, stretch releases, spinal harmonics, and evaluation skills, and practice energetic clearing of the spinal cord, vertebrae, nerve pathways, and the ultrasonic core.

Prerequisite: Applied Polarity Practitioner (APP) **Open as an elective class to all Workshop Students**



Dr. Randolph Stone

(February 26, 1890 – December 9, 1981)

...was the founder of polarity therapy, a complementary technique of holistic, spiritually based energy healing.]

He held doctorates in osteopathy, chiropractic, and naturopathy. He had an interest in philosophy and religions, and encountered Ayurvedic philosophy on a trip to India.[3] His background in chiropractic was shaped by his studies of various Eastern concepts of energy medicine, including Ayurveda, traditional Chinese medicine, yoga, and reflexology.

“Be an artist and an architect of your own house, your temple, your body and your mind.”

- Dr. Randolph Stone
Health Building, Pg. 18

Approval & Disclosure Statements

(to Comply with the State of California Education Code)

IPSB at Life Energy institute is approved by the Department of Consumer Affairs, Bureau of Private Postsecondary Education pursuant to California Code Section 94311. The Council's approval means that the institution and its operation comply with the standards established under the law for occupational instruction by private postsecondary educational institutions. Institutional approval must be reviewed annually and is subject to continuing review.

Approval for the Following Courses:

Fundamentals of Massage (FMP) -150 Hours

Integrative Massage & Bodywork Practitioner (IMBP) - 550 Hours

Integrative Craniosacral Unwinding™ (ICSU) - 216 hours

Associate Polarity Practitioner (APP) - 139 hours

Registered Polarity Practitioner (RPP) - 438 hours

Instruction is in residence with both facilities occupancy level accommodating 30 students at one time. California statute requires that a student, who successfully completes a course of study, be awarded a diploma or certificate verifying the fact. A Certificate of Completion is awarded upon satisfactory completion of the offered programs.

IPSB at Life Energy Institute does not currently have available sponsored programs, government or otherwise, to provide grants or to pay for portions of tuition fees. Person seeking to resolve problems or complaints should first contact the instructor in charge. Requests for further action may be made to the Executive Director, Gary Strauss.

Any questions a student may have regarding this catalog that have not been satisfactorily answered the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capital Oaks Dr. Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll free telephone number (888)370-7589 or by fax (916) 263-1897. A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling 888-370-7589 toll free or by completing a complaint form which can be obtained on the Bureau's internet website at www.bppe.ca.gov.

Any unanswered questions relating to our IMBP Program or for filing a complaint: A student or any member of the public with questions that have not been satisfactorily answered by the school or who would like to file a complaint about this school, may contact the California Massage Therapy Council at: One Capitol Mall, Suite 320, Sacramento, CA 95814, www.camtc.org, Phone (916) 669-5336 or fax (916) 669-5337

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State of California Student Tuition Recovery Fund

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all of part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education. You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or the Division within 3 days before the school closed or, if the material failure began earlier than 3 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a Violation of the Act. However, no claim can be paid to any student without a social security number or a Taxpayer Identification Number. It is important that enrollee keep a copy of any enrollment agreement, contract, or application to document enrollment, and tuition receipts or canceled checks to document the total amount of tuition paid. Such information may substantiate a claim for reimbursement from the STRF, which must be filed within one year of the Council's service on the student of his/her rights under the STRF, if no notice of rights is served to the student, within four years of institution's closure. For further information or instruction contact:

The Bureau for Private Postsecondary Education
P.O. Box 980818
West Sacramento, CA 95798-0818
(916) 574-7720
Toll Free: (888) 370-7589



APPLICATION

5817 Uplander Way Culver City, CA 90230 Ph: (310) 342-7131 myLEI.org

Include \$75 program enrollment fee is required with application for FMP or IMBP programs only. (non-refundable)
In which program are you enrolling?

FMP Program IMBP Program ICSU Program APP Program RPP Program

SS # _____ Date of Application _____ Program Start Date _____

Name _____
Last Name First Name

Name _____
Your name as you want it to appear on your diploma

Home Address _____
Street Apt

City State Zip

Home Phone _____ Age _____ Date of Birth _____

Cell Phone _____ Email Address _____

Marital Status _____ Children _____
Include spouses name How many/ages

Occupation _____ Work Phone _____

Employment _____
Name of Company/Business Street City State Zip

Educational History – Include High School, College, Degrees Held etc:

APPLICATION

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Health History

Due to the nature of the training, we would like to know about your physical / mental / emotional condition.

Are you presently or have you ever been under the care of a therapist or doctor, holistic or otherwise?

No Yes If Yes, please explain:

Please list major surgeries, illnesses, information on broken bones, concussions, accidents etc.

Please mark each item that applies with a "P" for past condition, or a "C" for current condition.
 If you have a condition not listed, please mark "Other" and specify in the space provided.

Skin

- Athlete's Foot
- Hives, Eczema, Rash
- Psoriasis
- Other _____

Gastrointestinal

- Gastritis
- Peptic Ulcers
- Hernia
- Hepatitis

Head, Eyes, Nose, Throat

- Nosebleeds
- Impaired Hearing
- Dizziness
- Loss of consciousness
- Cataracts
- Glaucoma
- Other _____

Musculoskeletal

- Varicose Veins
- Tendonitis
- Arthritis
- Joint Disease
- Fascia Disease
- Other _____

Respiratory

- Pneumonia
- Tuberculosis
- Asthma
- Bronchitis
- Other _____

Endocrine

- Thyroid Disease
- Anemia
- Seizure Disorder
- Hemophilia
- Diabetes
- Cancer - What Kind? _____
- Epstein Barre Syndrome
- Any Communicable Disease
- Other _____

2017



Join us for a tour of our school and meet our warm and welcoming team. Open House events feature dynamic presentations from our instructors demonstrating the renowned IPSB-style of massage. Come feel the difference of our heart-centered approach to learning the healing arts. Individual class registration and full program enrollment is available on-site.



Massage Therapy **OPEN HOUSE**

7:30 - 9:00 PM

JANUARY 5th MARCH 9th APRIL 6th JUNE 6th

JULY 6th AUGUST 24th SEPTEMBER 28th

Craniosacral & Polarity Therapy

OPEN HOUSE

7:00 - 8:30 PM

JANUARY 17th SEPTEMBER 13th



5817 Uplander Way, Culver City, CA 90230

T: 310.342.7130

info@myLEI.org

www.myLEI.org



IPSB



LIFE ENERGY INSTITUTE™

Advancing the skills of healing practitioners for over 35 years