



East-West Healing Arts Institute  
 6425 Normandy Lane, Madison, WI 53719  
 608-240-1600 • acupressureschool.com

## Asian Bodywork and Therapeutic Massage Program

### Full-Time Academic Calendar for Fall 2017:

September 30, 2017 – August 18, 2018      *This schedule is subject to change.*

Classes are held on the following days and times:

Day of week	Time	Subject
Saturday	9:00 a.m. - 5:30 p.m.	Eastern Theory & Technique
Monday	9:00 a.m. - 5:30 p.m.	Western Theory & Technique

**Student Clinic** (begins term II): Students choose a Tuesday, Thursday or Sunday clinic day.

**Student Chair Massage:** Students participate in supervised chair massage events in the community.

**Internship:** Students intern in Dr. Zhou's Acupuncture & Wellness Clinic.

**Orientation:** Saturday September 23, 2017

#### Term I

Sept 30      First day of class  
 Nov 20-26    Thanksgiving Break  
 Dec 1        End Term I

#### Term II

Dec 2        Begin Term II  
 Dec 23-Jan 5   Winter Holiday Break  
 Feb 9        End Term II

#### Term III

Feb 10      Start Term III  
 March 30-31   Easter Weekend break  
 April 7      End Term III

#### Term IV

April 8      Start Term IV  
 May 26-June 1   Memorial Day Break  
 June 15      End Term IV

#### Term V

June 16      Start Term V  
 July 2-8      Independence Day  
                   Break  
 August 17    End Term V

**Graduation:** Saturday August 18, 2018

**16 month Part-Time Program:** starts with either Eastern or Western Theory & Technique track, adds Student Clinic term II, then begins the 2nd Theory & Technique track (Western or Eastern) in Fall 2017(October), and graduates in August 2018.

# Addendum to Catalog~ Fall 2017

## TUITION AND FEES

### Tuition, Fees, and Payment Plans

<b>*Cost for Academic Term, Group 47 - Full-Time</b>	<input type="checkbox"/> <b>Plan A (Pre-Pay)</b>	<input type="checkbox"/> <b>Plan B (2 Payments)</b>	<input type="checkbox"/> <b>Plan C (4 Payments)</b>
Application Fee (Non-refundable)	100	100	100
Base Tuition	12,500	12,500	12,500
Payment Plan Fee		500	1000
Text Books	600	600	600
Massage Table	350	350	350
Credentialing Fee (State Licensure)	400	400	400
Graduation fee	25	25	25
<b>Total Charges</b>	<b>13,975</b>	<b>14,475</b>	<b>14,975</b>

**Full-Time:** PLAN A = 1 Payment (Due first day of class) PLAN B = 2 Payments (Due first day of class and approx. 5<sup>th</sup> month of program) . PLAN C = 4 Payments (Spread over 8 months, approximately every other month). A \$500 deposit is required within 2 weeks of acceptance into program.

<b>*Cost for Academic Term, Group 47 - Part-Time</b>	<input type="checkbox"/> <b>Plan A (Pre-Pay)</b>	<input type="checkbox"/> <b>Plan B (2 Payments)</b>	<input type="checkbox"/> <b>Plan C (6 payments)</b>
Application Fee (Non-refundable)	100	100	100
Base Tuition	12,500	12,500	12,500
Payment Plan Fee		750	1,250
Text Books	600	600	600
Massage Table	350	350	350
Credentialing Fee (State Licensure)	400	400	400
Graduation fee	25	25	25
<b>Total Charges</b>	<b>13,975</b>	<b>14,725</b>	<b>15,225</b>

**Part-Time:** PLAN A = 1 Payment (Due first day of class), PLAN B = 2 Payments (Due first day of class and approx. 8<sup>th</sup> month of program), PLAN C = 6 Payments (Spread over 12 months, approximately every other month). A \$500 deposit is required within 2 weeks of acceptance into program.

### Supplies and Other Expenses: All fees are subject to change.

(Other required equipment and supply costs are based on student preferences. Estimated cost ranges are as follows)

	<b>Minimum</b>	<b>Maximum</b>
Student Liability Insurance ( <b>required</b> ) <b>Due by First Day Class</b>	\$25	\$45
CPR/AED & First Aid Certification ( <b>required</b> ) <b>Due by Term II</b>	\$60	\$75
Linens~ sheets & blanket ( <b>required</b> ) <b>Due by Term 1, Wk 2</b>	\$40	\$100
Lotions ( <b>required</b> ) <b>Due by Term 1, Wk 2</b>	\$100	\$400
Misc. optional books, workshops, supplies, accessories	\$20	\$300
Massage Chair (optional)	\$350	\$550
<b>Total</b>	<b>\$615</b>	<b>\$1,524</b>

The above costs are *in addition to* the application fee, base tuition, payment plan fees, books, massage table charges and graduation fee. Items are required for participation in the EWHAI massage therapy program if they are so noted.

**Payment Plans and Terms:** Plans B & C are payment plans which include an additional payment plan fee. All fees are payable by cash, personal check, or credit card. An additional 3% processing fee will be charged if tuition is paid by credit card.

# Addendum to Catalog~ Fall 2017

## Incidental Administration Charges

Transcript requests: \$15

Schedule modification: \$100

Tutoring fee/1-on-1 makeup w/Instructor: \$35/hour

3% Processing Fee for tuition paid by credit card

Check return (NSF): \$25

Late fee (five business days): \$50

## FINANCIAL AID

East-West Healing Arts Institute-Madison offers Title IV Federal Student Aid through the US Department of Education for those students who qualify. Eligible students who apply for Federal Student Aid may participate in the following programs:

- **Pell Grants:** This is grant money for your education that does not have to be paid back, and is available to qualifying students based on financial need.
- **Federal Direct Student Loans:**
  - **Subsidized Federal Direct Student Loan:** This loan is a long-term low interest student loan based on financial need. The government subsidizes, or pays the loan interest until 6 months after graduation.
  - **Unsubsidized Federal Direct Student Loan:** This loan is not based on financial need. It is available to students who do not qualify for the full amount of a subsidized loan, or in combination with an unsubsidized loan.
- **Parent Loan for Undergraduate Students (PLUS):** This loan enables parents of dependent students to get guaranteed loans to assist with the post-secondary education expenses of their children. Approval is based on income and credit history.

Students apply for Federal Student Aid directly by visiting the free application website [www.FAFSA.ed.gov](http://www.FAFSA.ed.gov)~ **EWHAJ Federal School Code: 042193**. Eligibility is determined by the US Department of Education. To ensure that funds are available at the beginning of the program, *students should complete the FASA application no later than 4 weeks prior to orientation*. Once processing is complete, students will be notified regarding the amount Financial Aid that is available. For questions regarding Federal Student Aid, contact the financial aid office: [financialaid@acupressureschool.com](mailto:financialaid@acupressureschool.com)

## STAFF

**Program Supervisor: XiPing Zhou, MDOM L.Ac. LMT. Nationally Certified Oriental Bodywork Therapy Instructor.** Has over 30 years of teaching experience, specializing in TuiNa, Acupressure and AcuStone therapy. Master's Degree of Science in Medicine at HeiLongJiang, Medical University of TCM in Harbin, China. Currently Dr. Zhou practices acupuncture and oriental bodywork in Madison, WI and gives lectures internationally.

**Business Manager and Accountant: LiPing Mu, BA.** University of Wisconsin Whitewater

**School Administrator: Terri Gomez, PhD LMT BCTMB.** University of Wisconsin-Madison, University of California, Davis, TIBIA Massage School

**Financial Aid Officer: Melanie Savidas, LMT.** East-West Healing Arts Institute

**Director of Student Chair Massage: Justin Polka, BA LMT BCTMB.** University of Wisconsin-Madison, East-West Healing Arts Institute

**Academic Dean: Natasha Garbe, BA LMT.** Montana State University Northern. East-West Healing Arts Institute.

**IT Multi-Media Director: Plamen Dimitrov**

## FACULTY

**XiPing Zhou, MDOM LAc:** E101 Introduction to TCM, E204 TuiNa and Therapeutic Massage for Medical Conditions, and E104 TaiChi, QiGong. Teaching experience: 30 years. Part-time Instructor/Adjunct Faculty

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**Donna Boucher:** E302 Zen Shiatsu. Teaching experience: 13 years. Boston Shiatsu School, Cambridge, MA. Part-Time Instructor/Adjunct Faculty.

**Tasha Bynum, LMT:** W204 Clinical Aromatherapy. Teaching experience: 7 years. East-West Healing Arts Institute, Center for Aromatherapy Research and Education. Part-time Instructor/Adjunct Faculty

**Sara Cotton, BA MA EYR RTT:** E104 Movement, E301 Chai Quiao, E303 Thai Massage. Teaching experience: 10 years. MA Library and Information Studies, BA English University of Wisconsin-Madison. Part-time Instructor/Adjunct Faculty

**Trevin Gay, BFA, MFA, LMT:** B102 Business Fundamentals & Law. Teaching experience: 3 years. MFA in Theater Naropa University, BFA in Theater Emporia State University. TIBIA Massage School. Part-time Instructor/Adjunct Faculty

**Kathy Ginn, LMT:** B101 Ethics, W103 Soft Skills, W102 Psychology of Touch. Teaching experience: 11 years. McKinnon Institute, Oakland, CA, Crystal Mountain School of Massage Therapy, Albuquerque, NM. National Speaker, Part-time Instructor/Adjunct Faculty

**Terri Gomez, PhD LMT BCTMB:** S103 Clinical Pathology, B103 WI Licensure and Exam Prep, S106 Pathology. Teaching experience: 22 years. PhD in Nutritional Sciences at University of Wisconsin-Madison, BS in Exercise Physiology at University of California, Davis, TIBIA Massage School. Part-time Instructor/Adjunct Faculty

**Elisabeth Norton, BA BS LMT:** S102 Practical Anatomy, W301 Integrated CrS/MFR Bodywork. Teaching Experience: 13 years. BA in Psychology, BS in Geological Sciences, University of Missouri-Columbia; Massage Therapy Institute of Missouri, Columbia, Missouri. Part-time Instructor/Adjunct Faculty

**Justin Polka, BA LMT BCTMB:** E103 Acupressure Point Location and Indication, E201 Advanced Tools, H102 Student Chair Massage Prep, E201 Advanced Tools. Teaching experience: 11 years. BA University of Wisconsin-Madison. East-West Healing Arts Institute. Part-time Instructor/Adjunct Faculty

**Matt Safarik, L.Ac., CMT.** E203 Theory of Eastern Medicine. Teaching experience: 2 years. Masters of Acupuncture & TCM at Yo San University, BS in Sociology at Arizona State University, Boulder College of Massage Therapy. Part-time Instructor/Adjunct Faculty

**Leora Weitzman, PhD LMT BCTMB:** S101 Musculoskeletal Anatomy, S104 Kinesiology, W201 Deep Tissue. Teaching experience: 10 years. PhD in Philosophy at Stanford University, BA in Philosophy at Stanford University, TIBIA Massage School. Part-time Instructor/Adjunct Faculty

**LaCouir Yancey, LMT BCTMB CPT:** W202 Sports Massage, E202 Advanced Acupressure Point Application and Integration, E201 Advanced Tools, E204 TuiNa for Medical Conditions. Teaching experience: 12 years. East-West Healing Arts Institute. Part-time Instructor/Adjunct Faculty

## Regulation & Licensing

Wisconsin State Law requires that massage therapists be licensed in order to practice massage. East-West Healing Arts Institute meets and exceeds all requirements to become a Licensed Massage Therapist in Wisconsin.

## Annual Security Report.

EWHAJ's Annual Security Report (ASR) provides information regarding:

- 3-year Crime Statistics for EWHAJ-Madison Campus and the Surrounding Public Property
- Policies & Procedures for reporting and responding to crimes that occur on campus, EWHAJ campus security & law enforcement policies & procedures, and how the EWHAJ community can prevent crimes and be responsible for their own safety and security, as well as others

- Policies & procedures for reporting and responding to emergencies that occur on campus, including EWHAI's emergency response & evacuation procedures
- EWHAI's policies regarding the possession, use and sale of alcoholic beverages and illegal drugs, including the enforcement of underage drinking laws, Federal and State laws, and institutional sanctions
- Resources for drug abuse education and prevention
- EWHAI's sexual abuse and domestic violence prevention education program and resources

The 2016 ASR is posted on EWHAI's website: [acupressureschool.com/pdf/EWHAI-2016-Annual-Security-Report](http://acupressureschool.com/pdf/EWHAI-2016-Annual-Security-Report). A paper copy of this ACR is available, upon request: contact the School Administrator: [admin@acupressureschool.com](mailto:admin@acupressureschool.com)

### **Gainful Employment Disclosure**

EWHAI's Gainful Employment Disclosure provides information regarding: 1) occupations that our Asian Bodywork & Therapeutic Massage program prepares students to enter, 2) program length (normal time to complete the full-time program), 3) the on-time graduation rate for students completing the program, 4) program costs for normal completion time, 5) job placement rates for students that completed the program, and 6) median loan debt incurred by students who completed the program. EWHAI's 2016-17 Gainful Employment Disclosure is posted on EWHAI's website: [acupressureschool.com/images/GET/Gedt.html](http://acupressureschool.com/images/GET/Gedt.html)

### **Satisfactory Academic Progress for Federal Student Aid**

### **Return of Title IV Funds**

Federal law requires that when you withdraw during a payment period or period of enrollment, the amount of FSA program assistance that you have earned up to that point is determined by a specific formula. This calculation determines the percentage of earned aid and is based on the ratio of clock hours scheduled to be complete as of the withdrawal/ dismissal date divided by the total hours in the award period. If you received less assistance than the amount that you earned, you will be able to receive those additional funds. If you received more assistance than you earned, the excess funds must be returned to the Department of Education.

The amount of assistance that you have earned is determined on a pro-rate basis. That is, if you complete 30% of the payment period, you earn 30% of the assistance you were originally scheduled to receive. Once you have completed 60% of the payment period, you earn **all** of your assistance.

If you received excess funds that must be returned, your school must return a portion of the excess equal to the lesser of:

- Your institutional charges multiplied by the unearned percentage of your funds, or
- The entire amount of the excess funds.

If a student earned less aid than was dispersed, funds will be returned to the US Department of Education in the following order: Unsubsidized Federal Direct Student Loan, Subsidized Federal Direct Student Loan, Federal Parent (PLUS) Loan, Federal Pell Grant. All funds required to be returned to the US Department of Education are charged to the student's tuition account balance and affects the amount of refund or balance owed by the student upon withdrawal/dismissal. Any tuition monies due to the school by the student who cancels, withdraws or is dismissed, not covered by Federal grants/loans, is due in full when the student leaves school.

Any monies paid to the school in excess of the sum due to the school by the student who cancels, withdraws or is dismissed, will be refunded within 40 days to the appropriate bank/lender on behalf of the student's account and the student will be notified.

If your school is not required to return all of the excess funds, you must return the remaining amount. Any loan funds that you must return, you repay in accordance with the terms of the promissory note with the holder of the loan: scheduled payments over the term of loan.

If you are responsible for returning grant funds, you do not have to return the full amount. The law provides that you are required to return 50% of the grant assistance that you receive. Any amount that you do not have to return is a grant overpayment, and you must make arrangements with your school or the Department of Education to return the funds.

If the calculation of Return to Title IV requires that the student return a portion of the financial aid that they received, the student has 45 days after notification to return the overpayment. Failure to do so may result in the student's ineligibility for federal student aid.

The student will receive a letter to their home mailing address when a calculation has been completed indicating the amount charged back, the current correct account balance, and the student's option for repayment.

Questions about the Return to Title IV policy can be directed to the financial aid office at [financialaid@acupressureschool.com](mailto:financialaid@acupressureschool.com) or by phone at 608-240-1600.

If a student has earned more aid than has been disbursed, they are eligible for a post-withdrawal disbursement. Students will be notified that they are eligible for a post-withdrawal disbursement and must consent to disburse the funds to their student account.

A sample worksheet used to calculate Return to Title IV Funds by EWHAI is available at: <http://ifap.ed.gov/ifap/titleiv.jsp> and selecting "Treatment of Title IV Funds When a Student Withdraws from a Clock Hour Program."

Questions about this policy should be directed to the Financial Aid Office at [financialaid@acupressureschool.com](mailto:financialaid@acupressureschool.com) or by phone at 608-240-1600.