

# JUPITER HOLLOW SCHOOL for MASSAGE

Catalog 40  
October 1, 2018 - October 1, 2019

## Business / Mailing Address

972 Scenic Avenue  
Santa Rosa, CA 95407

Phone: (707) 584-7903

## Class Location:

972 Scenic Avenue  
Santa Rosa. CA 95407

## Web Address:

[www.JupiterHollowMassageSchool.com](http://www.JupiterHollowMassageSchool.com)

Director  
Judith K. Winds

## APPROVAL DISCLOSURE STATEMENT

JUPITER HOLLOW SCHOOL for MASSAGE is a private institution and is approved to operate from the Bureau for Private Postsecondary Education, pursuant to California Education Code Section 94802. The Bureau'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 reapproved every five years and is subject to continuing review. 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 Dr., Suite 400, Sacramento, CA 95833, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll-free telephone number (888) 370-7589 or by fax (916)263-1897.

Approved are the courses:

## MASSAGE THERAPY PROGRAM - 520 HOURS

California statute requires that a student, who successfully completes a course of study, be awarded an appropriate diploma or certificate verifying the fact.

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.

"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 Web site [www.bppe.ca.gov](http://www.bppe.ca.gov)."

All information in the content of this school catalog is current and correct and is so certified as true by Judith K. Winds, Director.

## PROFESSIONAL LICENSURE

The training given at JUPITER HOLLOW SCHOOL for MASSAGE is an excellent background for massage employment. It should be noted that certain California communities have the number of hours necessary to practice massage in excess of what our training offers. Should you wish to place yourself in one of these locations, every effort will be made to assist you. Some other states have laws which make employment in the field of massage therapy subject to further examinations or additional training.

At this time, JUPITER HOLLOW SCHOOL is not accredited by an accrediting agency recognized by the United States Department of Education. JUPITER HOLLOW SCHOOL for MASSAGE is currently working towards approval with the California Massage Therapy Council which is a 500 hour membership association for Massage Therapists in the State of California. Additional information may be obtained at [www.camtc.org](http://www.camtc.org)

## PREVIOUS EDUCATIONAL TRAINING and CREDIT

JUPITER HOLLOW SCHOOL for MASSAGE would accept transfer of up to 50% of credits in curriculum that is similar to what we provide to our students. We encourage prospective students to bring a transcript from their former school and discuss how we can best serve their educational needs. We may require a practicum test on the teacher to further evaluate the abilities and clarify the educational similarities between their former school and what JHSM has to offer. Every effort to give the transferring student some credit for their former educational training will be made and some financial credits may also be afforded.

JUPITER HOLLOW SCHOOL for MASSAGE has not entered into an articulation or transfer agreement with any other school and does not intend to in the future.

## REFUND PROVISIONS

### Agreement Cancellation and Equipment Return

The student has a 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.

Cancellation shall occur when the student gives written notice of cancellation to the school at the address specified in the agreement. The school shall refund any consideration paid by the student within 30 days after it receives the notice of cancellation. If the school gave the student any equipment\*\*, the student shall return the equipment within 30 days following the date of notice of cancellation. If the student fails to return the equipment within this 30 day period, the school may retain that portion of the consideration paid by the student equal to the documented cost of the equipment to the school and shall refund the portion of consideration exceeding the documented cost of the equipment within 30 days after the period within which the student is required to return the equipment. The student may retain the equipment without further obligation to pay for it.

\*\*Equipment includes use of all textbooks, supplies, materials, tools, massage tables or any other goods related to the agreement for the course of instruction.

### Course Withdrawal

A student has the right to withdraw from a course of instruction at any time. The student has a right to a full refund of all charges less the amount of \$100. for the registration fee if she/he cancels this agreement prior to or on the first day of instruction or the seventh day after enrollment, whichever is later. The student may withdraw from a course after instruction has started and receive a pro rata refund for the unused portion of the tuition and other refundable charges if the student has completed 60% or less of the instruction.

## ATTENDANCE and LEAVE of ABSENCE

During any course, no more than the equivalent of 16 classroom hours shall be missed. Students will be required to make-up missed time in a manner satisfactory to the instructor, either by attendance in an alternate course or by conference with the instructor which could include prescribed readings or practice periods.

Absences will be recorded and kept and will be included in the staff report at the completion of the course.

If a student must take a leave of absence, every effort will be made to see that they can complete their training in the next available class semester. All fees will be pro-rated to fit into the next class semester. If the student must leave and terminate their contract, the pro-rated tuition will be adjusted to clear any financial debt.

## PROBATION, DISMISSAL POLICIES, STUDENT GRIEVANCES

Student grievances will be handled in person or by email or phone. Every attempt to help solve any problem with any aspect of classes will be directed to the Director of JUPITER HOLLOW SCHOOL.

Conduct, tardiness and any other actions by students that require the instructor to take the student aside or handle disputes between students will be kept in file with class records. Any problems with conduct or tardiness will be discussed individually with the student and every attempt will be made to have the behavior change so it does not negatively affect the class. If a student's conduct warrants dismissal, a cooling-off period will be observed and pro-rated refund provisions will be followed to clear any financial debt.

## PLACEMENT SERVICES

The school does not operate a placement service at this time. However, every effort will be made to assist in determining the type of massage work desired, and to follow-up on vacancies in local spas and massage offices. The school is often contacted by prospective employers of massage therapists, and a prompt and courteous response to these enquiries will be made on the part of the Director of this school. No guarantees of employment are made.

**ADDITIONAL INFORMATION**

Students must be 18 years of age or have written parental permission to enroll in classes. They must possess a high school diploma, GED or its equivalent. This institution does not provide visa services and will not vouch for student status and any associated charges.

Housing in the Santa Rosa area (95407) is limited. One bedroom houses or apartments to rent cost approximately \$1600. a month. Rooms for rent will be less, but are not listed on Zillow but may be found online locally.

This institution does not, at this time, provide English-as-a-second language instruction. All instruction is in English. Students shall show a level of English language proficiency, such as the Test of English as a Foreign Language (TOEFL) and shall be encouraged to talk with the administration about language proficiency before registering for classes. They should exhibit an 8th grade level of language proficiency. A student who does not possess a high school diploma or a G.E.D can take a Combined English Language Skills Assessment test (CELSA) Form 1 and Form 2, with passing scores of 97 each. Test is given at Association of Classroom Teacher Testers (ACTT) 1187 Coast Village Rd. Suite 1, #378, Montecito, CA 93108, Telephone (805)965-5704 fax (805)965-5807, email:actt@cappassoc.com

JUPITER HOLLOW SCHOOL does not offer Distance Educational Programs at this time.

**STUDENT SERVICES and LIBRARY**

This institution does not have housing facilities and offers no assistance in helping students find housing while attending school.

Individual counseling and private tutoring is available to students for an additional fee. (\$50. Per hour) A small library is available to students on related subjects in massage therapy. Students may sign out books to read at home on the sign out sheet and cross of their names when they return the books to the library. There is no charge for borrowing of books.

JUPITER HOLLOW SCHOOL does not participate in any Federal or State Financial Aid Programs at this time. 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, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

This institution has NO pending petition in bankruptcy and is not operating as a debtor in possession. This institution has not filed a petition within the preceding five years and has not 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.)

Classes are limited to no more than 12 student, to provide a high student-teacher ratio. Classes include lecture and discussion in a large group, and individual coaching during practical (supervised work practice) sessions. Students wear comfortable, cool clothing to perform massage techniques and the use of draping ( See Procedures for Disrobing) is mandatory in practice sessions. This institution, the facilities it occupies and the equipment it utilizes fully complies with any an all federal, state, and local ordinances and regulations, including those requirements as to fire safety, building safety and health.

JUPITER HOLLOW SCHOOL for MASSAGE is located southwest of Santa Rosa, California on Scenic Avenue. Parking is available to students of the school in two separate driveway areas on both sides of the property line. There is one large carpeted teaching area and shower equipped bathroom area. Space is provided for shoes, coats and personal items in the office area. No lockers are available.

#### MISSION STATEMENT and PURPOSE

Our mission at JUPITER HOLLOW SCHOOL for MASSAGE is to provide high quality instruction and an excellent foundation in massage therapy. JHSM ensures students' a safe, supportive environment to learn in and a professional curriculum to meet current requirements in the massage and bodywork field such as licensure with CAMTC for our 520 Hour Massage Therapy Program and Bureau of Labor Statistic code (soc 319011).

#### GRADING

There will be a written and oral final examination along with the final practical examination. Students are given a preview list of the most important aspects of their final so they may prepare accordingly. No letter grade is assigned. Final examination includes feedback in verbal form from the instructor receiving the exam. Instructors have an expectation that each student taking a final practicum test will perform the massage in a professional manner and represent their training

in their performance. Instructors understand that each student will have an individual style of presentation, and will give feedback accordingly. A written exam will be submitted and discussed at the time of final examination. Students have the option of re-taking their final exam if they are not satisfied with the results of their final feedback from the instructor.

### Student Tuition Recovery Fund

“The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program”. “It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916)431-6959 or (888)370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.



2. You were enrolled in a institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs
6. You have been rewarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the insitution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non collection may, at any time, file a written application for a recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.”

THE 520 HOUR MASSAGE THERAPY PROGRAM is made up of the individual classes/modules listed below. At this time, individual class/modules may NOT be taken outside of the entire 520 hour Massage Therapy Program.

PROGRAM FEE: IS \$7,175.00

Tuition is \$6,775. with a \$400.00 non-refundable deposit

BEGINNING MASSAGE CLASS/MODULE

COURSE FEE: Total Tuition is \$1450. \$100. non-refundable deposit and \$1350. tuition.\*\*“You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) Please see conditions marked\*\*above.

One half of the tuition may be paid during registration and the remainder 50% paid at the half way mark of the course. An alternative is to pay per class session ; portion of tuition may not exceed 50% of total tuition before the half way mark of the course.

CLASS/ MODULE OUTLINE	TOTAL CLOCK
HOURS 100- Beginning Massage Class	
Anatomy and Physiology -----	12 Clock Hours
Classic Full Body Massage (Relaxing, Restorative)-----	24
Deep Muscle Techniques-----	20
Lymphatic/ Circulatory Massage-----	20
Accident and Sports Injuries -----	3
Theory, History, Ethics and Current Trends in Massage Therapy-----	8
Business and Professional Practices-----	10
Private Instruction, Final Class Exam -----	3

## CLASS/MODULE OUTLINE

Advanced Massage Therapy 1 - Trauma and Massage. TOTAL CLOCK HOURS  
150 Hours

COURSE FEE: Total Tuition is \$1950. \$100. non-refundable deposit and \$1850. tuition.\*\*“You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) Please see conditions marked\*\*above.

Anatomy _____	15 Clock Hours
Developing Rapport in the Clinical Setting_____	15
Physiological Effects of Trauma_____	22
Clinical Studies in Touch Research _____	10
Professional Distancing (Skillful Non-Interruption)_____	20
Compassion Fatigue and other effects of Trauma_____	5
Advanced Release Techniques_____	37
Contraindications and Warning Signs_____	20
Midterm Interview_____	3
Final Examination _____	3

## CLASS/MODULE OUTLINE

Advanced Massage Therapy 2 - Study of Pain TOTAL CLOCK HOURS  
130 Hours

COURSE FEE: Total Tuition is \$1850. \$100. non-refundable deposit and \$1750. tuition.\*\*“You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) Please see conditions marked\*\*above.

Anatomy of Pain - Opiate Receptors _____	15
Track, Map and Evaluate the Pain Sensory System _____	10
Working Troubled Areas in the Body, Techniques_____	56
Hand and other Movement Therapies in the Treatment of Pain _____	10
Visualization and Other Tools for Pain Management _____	5
Studies and Practice in Chronic Pain Management _____	8
Contraindications and Therapeutic Support Techniques_____	20
Midterm Interview _____	3
Final Class Examination _____	3

## CLASS/MODULE OUTLINE

Elective Classes (7) each 20 Clock Hours	TOTAL CLOCK HOURS
	140 Hours

COURSE FEE: Total Tuition is \$1925. \$100. non-refundable deposit and \$1825. tuition.\*\*“You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) Please see conditions marked\*\*above.

1. Lymphatic Massage.	20 Hours
2. Skin and its Makeup	20
3. Facial Anatomy, Therapy Treatments	20
4. Avoiding Burnout	20 Hours
5. Reflexology	20
6. Hip/Back and Shoulder Areas	20
7. Shoulder/Neck/Chest Complex	20

Each 20 Hour Elective Class begins with Discussion, and Relevant Anatomy and Demonstration of areas to practice with new advanced techniques. Exchange of Clinical practice and class participation is encouraged.

There will be an Oral an Practical Final Examination. No letter grade is assigned. Students are given a Pass/or Fail to Pass grade only. A Certificate of Completion is awarded upon successful completion of the entire course of study. Individual transcripts may be ordered for individual classes that have pro-rated tuition fees.

INSTRUCTOR/DIRECTOR

JUDITH KEERSHA WINDS, CMP #70298 Owner, Instructor, JUPITER HOLLOW SCHOOL for MASSAGE - since 1979 to the present

Staff Position as Massage Therapist with STAR Foundation, Geyserville, Calif.- a Non-Profit Public Benefit Corp. - 1997- 2008

Private Massage Therapy, Santa Rosa, Calif. - 1990 - present

Private Physical Therapy Practice, Glen Ellen, Calif. - 1978 - 1988

Formerly on staff at The New School of Massage, Sebastopol, Calif. - 1978 - 1979

Certified Massage Therapist since 1978 New School of Massage, Sebastopol, Calif.

Has taught classes throughout the West Coast and Canada.

Studies in Humanistic Psychology, Sonoma State University, Rohnert Park, Calif.

Associate of Arts Degree in Psychology, Diablo Valley College, Pleasant Hill, Calif.

**“NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND  
CREDENTIALS EARNED AT OUR INSTITUTION”**

“The transferability of credits you earn at JUPITER HOLLOW SCHOOL for MASSAGE is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Certificate of Completion you earn in Massage Therapy Programs, 520 Hours is also at the complete discretion of the institution to which you may seek to transfer. If the Certificate of Completion that you earn at this institution are 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 JUPITER HOLLOW SCHOOL for MASSAGE to determine if your certificate will transfer.”

**POLICY ON THE RETENTION OF STUDENT RECORDS**

“ This Institution shall maintain, for a period of not less than five (5) years, at its principal place of business, 972 SCENIC AVENUE, SANTA ROSA, CA. 95407, complete and accurate records of all of the following information: Enrollment Agreements, High School Diplomas or GED, attendance records, and all financial records for each student. \*RECORDS MUST REMAIN ONSITE FOR A PERIOD OF NOT LESS THAN 5 YEARS, AND TRANSCRIPTS ARE KEPT PERMANENTLY at the School.\*

