



**MESSAGE PRACTITIONER COURSE LEVEL III ENROLLMENT AGREEMENT**

For (name) \_\_\_\_\_ Birth date \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

telephone \_\_\_\_\_

Please attach government issued photographic identification.

**Language translation:** If your instructor deems that you cannot read this agreement, please notify your instructor, the front office, or the Massage School, and he/she will arrange for translation for you the same day. Your primary language \_\_\_\_\_

**The requirement** for attending any Esalen Certification training is a high school diploma or equivalent.

**This level III Massage Practitioner training** follows the prerequisite 250-hour Level II massage practitioner training comprised of Esalen® massage training including the core 100-hour coursework required by CAMTC. Upon successful completion of level II, you the student may move onto level III, part 2 of the 500-hour certificate course. The part 2 level III course is comprised of 244 hours of specialized and advanced bodywork instruction and 6 hours of assessment and mentoring. Or approximately ten 5-day courses All courses are taught in Basic English. All instruction is at Esalen Institute, 55000 Highway One, Big Sur CA 93920. Upon successfully completing the level III course and its requirements, you will receive a 500-hour Esalen® Massage Practitioner Certificate of Completion from Esalen Institute, approved to operate by the California Bureau for Private Post-Secondary Education with curriculum approved by the California Massage Therapy Council and the National Certification Board of Therapeutic Massage and Bodywork. *Attendance at a California Massage Therapy Council approved School does not guarantee certification by the California Massage Therapy Council. Applicants for certification shall meet all requirements as listed in California Business and Professional section 4600 et. Seq.* CAMTC does not accept courses transferred from other Schools. Each School provides its own transcript.

**The course start date is \_\_ and the scheduled completion date Not scheduled, the effective dates of this agreement.** Students receive certain refund guarantees in the case of School closure through the Student Tuition Recovery Fund. Attendance and/or graduation from a California Massage Therapy Council approved School do not guarantee certification by the CAMTC. Applicants for certification shall meet all requirements as listed in California Business and Professional Code sections 4600 et seq.

**Fees for this course of study NOT SCHEDULED**

\$250 Non-Refundable tuition deposit due upon enrollment, applied to course fee. \_\_\_\_\_practitioner level II As listed level II all-inclusive course tuition, room and board.

Estimated total fees, payable per course; Level III inclusive course including tuition fee, room,

\$00115. Certification fee due along with completion packet of courses at course end. Fee includes .0005 STRF fee to protect against school closures

Included non-refundable STRF fee @ .0005 included in certificate fee. . See below regarding STRF protection for Ca. residents.

\_\_\_ 0 Other Institutional charges, charges to an entity required for participation.

**FEES for October 1 2019–September 31 2020 Course of study:**

No equipment fees, lab fees, uniforms, or transfer fees or other fees. A \$25 transcript fee may be applicable, when requested. Students may choose to transfer in 100-hours anatomy and physiology credits from an approved school and thereby reduce their fees paid to Esalen Institute by approximately \$4260.

**STUDENT’S RIGHT TO CANCEL**

A student has the right to cancel the enrollment agreement and obtain a refund of total tuition fees paid, minus the \$250 non-refundable deposit, through the first class session or the seventh day after enrollment, per class, whichever is later. A withdrawal may be effectuated by the student’s written notice or by the student’s conduct, including, but not limited to, a student’s lack of attendance. Final day to withdraw from this course and receive a refund is May 1 2020. Refunds are paid within 10 business days. Withdrawal is determined by mutual notification of student and teacher, rather than the last day attended. Cancellation of this agreement must be made in writing to the instructor or to Brita Ostrom, Esalen Institute, 55000 Highway One, Big Sur CA 93920, [brita.ostrom@esalen.org](mailto:brita.ostrom@esalen.org) or via email to [info@esalen.org](mailto:info@esalen.org). Refunds requested after the first day of class are pro-rated based on the class time that has elapsed. A student may withdraw at any time. However, no refund will be issued for withdrawals received after 60% of course time has elapsed. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds. Signature and date \_\_\_\_\_

**Loans.** Esalen Institute does not participate or engage in any program: if offers no notes, instruments, other evidence of indebtedness or or government-backed financial aid packages. On the student’s own, If the student obtains a loan, the student will have to repay the full amount of the loan plus interest, less the amount of any refund. If a student defaults on a Federal, State or private loan, a loan guarantee agency may take action against the student including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan. The student may not be eligible for any other federal student financial aid at another institution or other government financial assistance until the loan is paid.

**Refunds** have the following stipulations: If you withdraw from the course on or before the first day, your full tuition will be refunded. If you withdraw from the course after instruction has started you will receive a pro rata refund for the unused portion of the tuition, effective the date of your withdrawal notice, if you have completed 60% or less of the instruction. For example, if you received 25 hours of a 250-hour training, you would have attended 10% and would receive a tuition refund for the remaining 90%. Room and board refunds are pro-rated on a room and board basis. After you complete 60% of the training, no tuition refund is available.

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from the federal student financial aid program funds. Esalen Institute does not directly participate in Federal aid programs.

Course withdrawal and refunds are handled after notification by student and teacher by the Esalen Front Office open 9-4 daily. The instructor tallies the attendance to determine the amount of refund according to the stipulations stated above.

**Deposits** are due upon registration. Total remaining fees are due two weeks prior to arrival at Esalen although it is more convenient to pay them earlier. Fees include mandated tuition recovery fund fees per Section 94921, Education code AB48, currently no charge.

### **Questions, Problems, Complaints**

It is hoped that your relationship with the Esalen Massage Practitioner Training will be of benefit to you and will serve your educational needs. If you have any problems please speak with the teachers. If you still wish to cancel, Please invoke the internal institutional dispute procedure protocol: contact the instructors in writing. If that is unsatisfactory, contact the school administrator, Brita Ostrom, at Esalen, in writing or at [massage.school@esalen.org](mailto:massage.school@esalen.org). If they cannot help, direct your inquiry to the front office. Any questions a student may have regarding this enrollment agreement that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834 or P.O. Box 980818, West Sacramento, CA 95798- (888) 370-7589 (press 3 when prompted) [bppe.enforcement@dca.ca.gov](mailto:bppe.enforcement@dca.ca.gov) or by fax 916-263-1897.

Another resource is the California Massage Therapy Council. 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 Esalen Institute may contact the California Massage Therapy council at One Capitol Mall, Suite 800, Sacramento, Ca. 95814

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling toll-free telephone number (888) 370-7589 or by the institution may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834 or P.O. Box 980818, West Sacramento, CA 95798- (888) 370-7589 (press 3 when prompted) or by fax 916-263-1897 or completing a complaint form, which can be obtained on the bureau's Internet Web site [www.bppe.ca.gov](http://www.bppe.ca.gov)." The CAMTC also hears complaints. <https://www.camtc.org/complaints.aspx>

### **Receipt of Catalog and Fact Sheet**

Prior to signing this enrollment agreement, you must be given a catalog and a School Performance Fact Sheet, which you are encouraged to review prior to signing this agreement. These documents contain important policies and

performance data for this institution. This institution is required to have you sign and date the information included in the School Performance Fact Sheet relating to completion rates, placement rates, license examination passage rates, and salaries or wages, and the most recent three-year cohort default rate, if applicable, prior to signing this agreement

I certify that I have received a link to the catalog x\_\_\_\_, School Performance Fact Sheet x\_\_\_\_, and information regarding completion rates, placement rates, license examination passage rates and salary or wage information, and the most recent three-year cohort default rate, if applicable included in the School Performance Fact Sheet and have signed, initialed and dated the information provided in the School Performance Fact Sheet.

Performance Fact Sheet. XX\_\_\_\_\_ (Student's Initial) \_\_\_(date)\_\_\_\_\_ I understand the School does not offer any placement services. XX\_\_\_\_\_ (Student's initial)

**This is a legally binding contract when signed by the student and accepted by the Institution.**

"I understand that this is a legally binding contract. My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the institution's cancellation and refund policies have been clearly explained to me."

"If requested, I will receive a copy of this agreement upon signing." This agreement is signed at Esalen Institute, Big Sur, CA 93920 at the first class session if not earlier. All instruction is at Esalen Institute, 55000 Highway One, Big Sur, CA 93920

TOTAL CHARGES FOR THIS PERIOD OF ATTENDANCE 10/1/2019-9/31/2020as listed

TOTAL CHARGES FOR THE ENTIRE EDUCATION PROGRAM LEVEL III 500-HOUR PRACTITIONER TRAINING post Level I or II

CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT. \$250.

\_\_\_\_\_

Signature of Student Printed name Date  
I certify that Esalen Institute has met the disclosure requirements of AB48, of the Private Postsecondary Education Act of 2009

\_\_\_\_\_  
Signature and title of School Official Date

**Approval to Operate** Esalen Institute BPPE School Code 2700571 is authorized by the BPPE. CAMTC approval SCH0010.

**Student Tuition Recovery Fund**

The Student Tuition Recovery Fund (STRF) was established by the Legislature to protect any California resident who attends a private postsecondary institution from losing money if he/she prepaid tuition and suffered a financial loss as a

result of the school: closing; failing to live up to its enrollment agreement; or refusing to pay a court judgment.

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 or 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.

"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." 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."

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 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.
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. **Note:** Authority cited: Sections 94803, 94877 and 94923, Education Code. Reference: Section 94923, Education Code.

It is important that you keep copies of the enrollment agreement, financial aid papers, receipts or any other information that documents the monies paid the school. For further information or instructions: Bureau for Private Postsecondary Education at 1747 North Market Suite 225, Sacramento, CA 95833 or P. O. Box 980818, West Sacramento, CA 95798-0818, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll-free telephone number (888) 370-7589, or by fax (916) 263-1897.

Certification and School information is also available at the California Massage Therapy Council, One Capitol Mall, Suite 320, Sacramento, CA 95814, [www.camtc.org](http://www.camtc.org). Phone (916) 669-5336 or ((916) 669-5337. It is hoped that your training at Esalen will be a pleasurable learning experience.

**NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION** “The transferability of credits you earn at Esalen Institute is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Certificate or hours you earn in the Massage Practitioner Level III training is also at the complete discretion of the institution to which you may seek to transfer. If the Massage certificate or hours 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 seek to transfer after attending Esalen Institute to determine if your Certificate or hours will transfer. (CA Ed Code (#94911))

**Esalen Institute does not accept transfer credit or credits for experiential learning. Esalen Institute does not accept transfer credit or credits for the Level III program. It has not entered into an agreement regarding transfer credits with any other institution. No assessment fees or transfer credit are applicable.** Revised December 29 2021.

[www.esalen.org](http://www.esalen.org) Esalen Institute 55000 Highway One Big Sur CA 93920 (831) 667-3040 1