



Downeast School of Massage

2024-2025

Waldoboro, Maine



State-Licensed Massage Therapy Institution in the Heart of Midcoast Maine





Downeast School of Massage 2024-2025

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Downeast School of Massage

PO Box 24, 99 Moose Meadow Lane
Waldoboro, Maine 04572-0024

(207) 832-5531 Fax (207) 832-0504

E-mail: downeastmassage@gmail.com

Website: downeastschoolofmassage.net

*"The greatest sense in our body is our touch sense.
It is probably the chief sense in the process of sleeping
and waking; it gives us our knowledge of depth or thickness
and form; we feel, we love and hate, are touchy and
are touched, through the touch corpuscles of our skin."*

J. Lionel Taylor, **The Stages of Human Life**, 1921, p. 157



*"Massage is an art and science
used by the Massage Therapist
to encourage balance and
well-being in the individual;
the responsibility lies in the
individual to heal himself."*

Nancy W. Dail



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Please note: Details of policies and procedures are described in the DSM Student Handbook.



From the Director

Dear Prospective Student:

The US Bureau for Labor Statistics estimates that overall job growth will be much higher than average here in the United States. While the average growth rate across all occupations (in terms of employment levels) is around 7%, massage therapy is expected to grow by a staggering 26% by 2026. Demand will likely increase as more healthcare providers understand the benefits of massage and these services become part of treatment plans. According to the AMTA Industry Fact Sheet, revenue growth is projected to continue at an average rate of 1.9 percent per year through 2024. The ever expanding field of massage therapy awaits trained therapists to work in spas, with other health professionals, or in private practice.


Do you want to work for yourself? Do you want to be part of a hands-on profession that provides a valuable service as a part of health care? Do you want to work with other health professionals, or use your career as a part-time addition to current work? DSM is ready to assist you in your personal journey to learn about this exciting health professional field. *Our mission is to train individuals in the art and science of therapeutic massage for an entry-level professional career, for continuing education, and for personal growth.* At DSM students are constantly reminded of the importance of their own self care and personal growth, as well as learning how to help their clients help themselves.

Attending the right massage school is much more than learning lessons. It should open the door to understanding holistic health and the wide variety of opportunities that studying massage and bodywork presents. It should help create confidence, build character, and develop a healthy physical and emotional attitude toward life. For over 44 years, DSM has understood this journey!

DSM is the **oldest massage therapist-owned-and-operated** massage program in the State of Maine. In 2008 we produced the DVD *A Gift of Touch*, an instructional DVD that adds to the student's tools for learning massage. Our textbook, *Kinesiology for Manual Therapies, Second Edition*, published by Handspring Publishing in August of 2024, further expands our teaching abilities. The book was written for the massage student, the graduate, and for the promotion of continuing education. *A Gift of Touch*, *Kinesiology for Manual Therapies*, and additional manuals are the result of years of teaching, practice, and experience. They complete our program objectives and assist the learning process by combining the art and science of massage with kinesiology.

You may be assured that this catalog meets our high standards and requirements, so that you will get as much information as possible from this publication. Knowing that, take a careful journey through this catalog, examine the qualifications of our experienced faculty, read about our diverse course offerings, and write down all your questions for our dedicated staff. Contact our admissions department and ask for a tour to see how DSM can play a part in continuing your education. We invite you to investigate this exciting health professional career at DSM and learn that the signature of your art is touch. Make DSM the right massage school choice for you!

In Health


Nancy Dail, Director





History

The Downeast School of Massage was established in 1981 for the purpose of training individuals in the health professional career field of Massage Therapy. DSM began with the founder-director, Nancy Dail, and four determined students. As the years have passed, the school has grown with its graduates and the profession. Although the program began with a strong core curriculum of Swedish Massage and related courses, additional courses and program shifts gradually developed, as the vision of the profession became reality. DSM became committed to giving students a quality personal education that included more choice in diverse selections of Shiatsu, Sports Massage, or Body/Mind courses. The class of 1993 was the first to graduate from the new facility. Built with growth in mind, the passive solar building offers a spacious learning environment, as well as a library, supply and bookstore, student lounge, spa, and sauna. Students are able to stroll around the campus trails during breaks and off-hours, seasonally utilizing sneakers or skis. They even enjoy skating on the 30-acre pond. January 1994 launched a new program start: students are now able to start in either September or January. The September program has the widest variety of schedules, including part-time. The January program allows us to run through the summer months and comprises mostly day classes. Excluding guest speakers, currently there are 12 instructors who teach a wide variety of courses and schedules to our student body. The year 2006 began with new changes in our concentrations. The curriculum has been updated to reflect national trends. We have increased our clinic hours, and by popular demand added another Deep Tissue course. Sports Massage and Introduction to CranioSacral are part of the core curriculum as is Introduction to Oncology Massage. We have renamed our massage course to Therapeutic Massage to embrace other modalities besides Swedish. In the Fall of 2023 our 73rd class began its journey toward mastering the art and science of massage therapy.

DSM is committed to expanding with the profession to offer its students as many opportunities in the field as possible. Spanning over 50 years, since 1974, Nancy Dail has promoted massage therapy in Maine, nationally, and internationally. She has served on numerous AMTA committees and the National Board. She helped create the AMTA Maine Chapter, the Commission on Massage Training Accreditation, the AMTA Council of Schools, and the AMTA National Sports Massage Team. In 1996 she was selected to work at the Olympic Village Sports Medicine Clinic, where she provided sports massage for athletes from all over the world. Nancy presented for 8 years with the faculty of David Eisenberg's annual Complementary and Integrative Medicine Symposium, sponsored by Harvard Medical in Boston. In September of 1997 she traveled to Belgorod, Russia, and was a keynote speaker at the Sports Medicine Conference at the University of Belgorod and Medical College. Nancy continues to teach workshops internationally for her text *Kinesiology for Manual Therapies* and for her DVD *A Gift of Touch*. Regardless of her outside commitments, Nancy's schedule includes teaching at DSM as a priority. Faculty joins her in commitment to the field, as many are involved in outside professional endeavors and bring their enthusiasm to all classes.

The Downeast School of Massage continues to serve students, its community, the public, and the profession of massage therapy. DSM has graduated over 72 classes in the last 44 years.



"I believe in safe touch... that it will reduce violence... I think massage therapy provides an avenue for security that we have perhaps been missing."

*Nancy W. Dail, quoted in
Down East Magazine,
January 2000*

Philosophy and Goals

The mission of the Downeast School of Massage is to train individuals in the art and science of therapeutic massage for an entry-level professional career, for continuing education, and for personal growth. The program content is based not only on meeting the 500-hour minimum required by most states, but also on our instructors' and administrators' years of experience in the field and their understanding of the depth and wide range of knowledge and skills that are necessary for practicing massage in a caring, competent manner.

Open to a holistic philosophy, DSM provides a wide variety of traditional and alternative subjects, giving the students a firm foundation for growth. DSM is committed to expanding with the profession by regularly reviewing and upgrading the school's curriculum. Our goal is to endeavor to provide the highest quality education to individuals enrolled in our program. DSM wants to promote the field of massage therapy by graduating individuals who have succeeded in fulfilling the program requirements. Therefore, DSM encourages each student to investigate personal growth physically, emotionally, spiritually, and intellectually in a friendly, supportive, country environment. The curriculum at DSM supports our goals and provides student development towards career goals. Each course begins with a syllabus outlining course description, objectives, texts, (required and recommended), evaluation methods, and attendance and make-up policies. The curriculum has been divided into categories of Science and Muscle Courses, Massage & Related Courses, and Career Development Courses to easily access the descriptions presented in this catalog.

Licensing and Membership

DSM is licensed through the **Department of Education, Higher Education Services of the State of Maine**. As such, we have received funds for students from Vocational Rehabilitation and other state-funded programs.

The Downeast School of Massage is a member of the **Alliance for Massage Therapy Education**. The AFMTE is a national professional organization for schools, faculty, and continuing education providers dedicated to furthering education in the field of massage and bodywork.

Veterans Administration Educational Benefits. The programs at DSM are approved for the education of eligible military personnel, veterans, and their dependents under the various educational assistance programs. Programs are reviewed and approved by the State Approving Agency for Veterans' Education Programs, 147 Water St., Suite 2, Randolph, ME 04346, 207-582-2100.

Veterans Refund Policy. In the event that a veteran of the military service or other eligible person is accepted but does not commence the program, withdraws, or is dismissed therefrom at any time prior to completion, the school maintains the following policy for the refund of the unused portion of tuition, fees, and other charges. Such policy provides that the amount charged to the veteran or eligible person for tuition, fees, and other charges shall not exceed the exact pro rata portion of the total charges for tuition, fees, and other charges that the length of the program completed bears to its total length. The exact pro ration will be determined on the ratio of the number of hours of instruction completed by the student to the total number of instructional hours in the program. School policy will comply with required hours in the program. School policy will comply with required veteran policies for those eligible individuals.

The American Massage Therapy Association, a national and international organization for professional massage therapists, was founded in 1943. The AMTA focuses on continuing education, providing malpractice insurance, and promoting legislation and the profession of massage therapy. DSM encourages membership in the AMTA, to enjoy the support of over 100,000 members and to reap the benefits of the organization. DSM is an AMTA school member.



Location and Physical Facility

The Downeast School of Massage is located on 95 acres, two miles from US Route 1 on Route 220 North, in the rural community of Waldoboro, Maine. Midway up the coast (this is called "Downeast" in Maine), the school is about 1 ¼ hours north of Portland and 25 minutes south of Camden. The scenic coastline provides endless natural wonders to explore. Summer promises hiking, camping, boating, swimming, sailing, biking, etc., whereas skiing (XC and downhill), skating, ice-fishing, and snowshoeing are a few of the popular winter sports. The country atmosphere and plentiful wildlife provide a serene environment for learning and growth.

The custom-built three-story saltbox, overlooking a 30-acre pond, has a spacious 8,000 square feet that houses two large training rooms, two dressing rooms, five bathrooms, and one shower, as well as a sauna/hydro area, student lounge, book and supply store, well-equipped library and study room, and offices. Materials necessary for teaching and proper training include audio/video equipment, hydrotherapy equipment, skeletons, charts, x-ray viewer, and more.

The Downeast School of Massage is a profit, proprietary school under the corporation of Downeast Health Spa, Inc., officers: President Nancy W. Dail; Vice-President William A. Dail; address P.O. Box 24, Waldoboro, Maine 04572, phone 207-832-5531.

Lodging and Accommodations

There are many nearby guesthouses, short-term apartment rentals, bed and breakfast inns, and other lodging possibilities for overnight or extended stays.

"Thank you for helping me grow not only into a wonderfully skilled massage therapist, but taught me self-care, self-love and great skills. You've provided me a home base, great class mates and a nurturing environment."

Ashley Ranco - September 2022





Administration & Faculty

DSM encourages staff to create, in a cooperative atmosphere, a mutual feeling of support that will permeate the student body. Our friendly and helpful administration is dedicated to providing excellent service to students. While our professional staff are committed to ongoing improvements in the school and the program, they are actively involved in establishing and upholding high standards of education and practice.

Nancy W. Dail, B.A., L.M.T., Director

Bruce Brandes, B.A., L.M.T., Director of Education

Kim Lewis-Lash, L.M.T., Bookkeeper, Store Manager

Joey L'Heureux, B.A., Assistant Director of Admissions

Emily A. Waltz, B.S., L.M.T., Director of Admissions and Placement, Director of Continuing Education

Faculty

Francesca Bailey, B.S., L.M.T.

John Balletto, B.Sc., L.M.T., C.K.T.P.

Bruce Brandes, B.S., L.M.T., C.M.L.D.T.

* **Nancy W. Dail, B.A., L.M.T.**

William Dail, B.A., L.M.T.

Zachary Fields, B.F.A., L.M.T.

Stacey Gogolinski, L.M.T., C.P.T.

Ching Liu, M.T.O.M., L.Ac. (CA), L.M.T.

Valerie Luce, L.M.T.



Aloisia Pollock, Certified Reflexologist

Louis M. Pontillo, M.S.

Emily Waltz, B.S., L.M.T.

Peter West, B.A., B.S., D.C.

* *Nationally Board Certified in Therapeutic Massage and Bodywork*



Faculty Profiles

DSM offers experienced teachers in the wide variety of subjects presented in our core program, as well as in our electives. ***Faculty encourages each student to succeed through individual attention and support. They continually create supportive, imaginative teaching methods for greater student benefit.*** The faculty are able to give meaningful, precise feedback to help students make improvements in hands-on work. They are committed to ongoing training through their frequent participation in a wide variety of continuing education programs. Most of all, these talented teachers are able to inspire students to follow their passion.

Francesca Bailey, B.S., L.M.T. is a graduate of the University of Southern Maine and a 2003 graduate of the Downeast School of Massage. She has been in private practice in multiple environments including a hotel spa, massage franchise, in a clinical setting and her own "Kneading Knots" for the last ten years in South Portland. Now, settled in Washington, Maine, Fran divides her time between several locations for her massage practice and DSM where she supervises clinic and assists in the Therapeutic Massage Course. In her spare time, Fran attends and participates in Native American Drumming events.

John Balletto, B.Sc., L.M.T., C.K.T.P., is a graduate of Bates College, Lewiston, Maine, is a licensed massage therapist, author, educator, researcher, and certified Kinesio Taping® Practitioner in private practice in Providence, Rhode Island. He is past National Vice-President of the American Massage Therapy Association, past President of the Massage Therapy Foundation and a member of the Associated Bodywork and Massage Professionals, the Alliance for Massage Therapy Education, the Fascia Research Society, the Kinesio Taping® Association International and an affiliate member of the American College of Sports Medicine. In addition to his private practice, he

serves as a peer reviewer for several massage therapy publications and as the massage therapist for several collegiate and professional athletic teams, John currently serves as the Chair of the Rhode Island State Board of Licensed Massage Therapists. John is an avid sculler, gardener, beekeeper, and nature photographer. He lives with his wife, Janet, in Warwick, Rhode Island. John teaches Sports Massage at DSM.

Bruce Brandes, BS, LMT, CMLDT is a graduate of the University of Maryland and a 2019 graduate of the Downeast School of Massage. A 31-year Army veteran, Bruce was an educator for the Army both in and out of uniform at the Field Artillery School, West Point Military Academy, the Nuclear Weapons School in New Mexico, and abroad with NATO. Since becoming a massage therapist, Bruce has maintained a thriving private practice and a passion for working with Hospice and Oncology massage. Bruce is the complementary care coordinator for

massage with Coastal Family Hospice Volunteers and the Sussman House in Rockport, Maine. At DSM, Bruce is the Director of Education and is the instructor for the Introduction to Oncology Massage.

Nancy W. Dail, B.A., L.M.T., has a B.A. in Health, Arts, and Science from Goddard College in Vermont. She began her professional career in massage in 1974, combining acupuncture, Aikido, and Western massage, the essence of which is the foundation of technique classes at DSM. Now a leader in her field, she is Nationally Board Certified in Therapeutic Massage and Bodywork. She has served on the AMTA National Board, numerous committees, COMTA, and was Charter President of the Maine Chapter of the AMTA. Nancy participated at the 1996 Atlanta Olympic Games, and presented for 8 years in Boston at the annual Complementary Medicine Symposium. An international representative for massage, she presented at a university in Belgorod, Russia, in the fall of 1997. At home in Waldoboro, Nancy reviews books for the industry, has produced *A Gift of Touch*, the DVD used in the program at DSM, and was the lead author of *Kinesiology for Manual Therapies, Second Edition*, published by Handspring Publishing in August 2024. Nancy is certified in orthopedic massage. She keeps her administrative duties as DSM director in balance by teaching Dimensional Massage Therapy, Kinesiology, Ethics, and other related subjects.

William L. Dail, B.A., L.M.T., is a 2009 graduate of the University of New

Hampshire with a B.A. in Psychology and a minor in French. He graduated from the Downeast School of Massage in 2011 with a specialty in Shiatsu. He has a Dimensional approach toward bodywork; integrating techniques from workshops with David Lauterstein, Tom Myers, George Russell, Zachary Fields, and Jim Hackett, and others. William practices in chiropractic offices, privately, and in top Spa/Resort environments. William assists in massage therapy classes and teaches Introduction to Chronic Pain.

Zachary Fields, B.F.A., L.M.T., graduated from the Chicago School of Massage Therapy in 1998 where he studied with internationally known presenter and founder of CSMT, Bob King. He has studied a variety of modalities, including Myofascial Therapy, Thai Massage and Cranio-Sacral. For many years he assisted Bob King's Myofascial workshops at DSM and at the New England AMTA Conference. While working as a massage therapist, he completed a degree in Art Education from the University of Southern Maine in 2004 and now teaches at Mt. Ararat High School in Topsham, Maine. Zachary blends the healing arts and visual arts through teaching and practicing art and massage therapy. He teaches Intentional Massage and assists in the Therapeutic Massage Course.

Stacy Gogolinski, L.M.T., C.P.T. is a 2019 graduate of the Downeast School of Massage and has been a personal trainer since 2007. In her private practice, "Diamond Wellness" in Jefferson, Maine, she uses her 30 years of experience to provide personal training and wellness coaching, corrective exercises, retraining body mechanics to help with joint dysfunction and chronic pain, and therapeutic massage for clients. Stacy teaches Anatomy and Business Design at DSM.

Ching Liu, M.T.O.M., L.Ac. (CA), L.M.T., has been practicing holistic health since 1996, when he first trained in massage therapy at the Institute of Psycho-Structural Balancing in Los Angeles, CA. He took nearly one thousand hours of classes there before moving on to study Oriental Medicine at Emperor's College of Traditional Oriental Medicine in Santa Monica, CA. He received his master's degree and then



acupuncture license in 2005 and went into private practice in Los Angeles. During that time, he used acupuncture and Chinese herbs to treat many health issues, but specializing in trauma (causing addiction, PTSD, anxiety, depression, and chronic pain), fertility, and digestive disorders. Ching joined the faculty of four schools of Oriental Medicine in the Los Angeles area: Emperor's College, SAMRA University, Dongguk Royal, and Southern California University - School of Oriental Medicine and Acupuncture where he was the faculty chair of the acupuncture department. He moved to Maine in 2016 and started a new practice in Newcastle, utilizing acupressure and Chinese herbs while he gets his Maine acupuncture license. His experience in bodywork, practicing Oriental Medicine, and teaching Oriental Medicine are all distilled into his acupressure classes at DSM.

Valerie Luce, L.M.T., is a Downeast School of Massage graduate, and has been practicing massage and bodywork for 13 years. Valerie has attended many continuing education classes including Reiki, Oncology massage, Deep Massage with David Lauterstein and others. She practices her own unique style and delivers her skill in a relaxed atmosphere at B & Co at 28 Water St. Damariscotta, Me. Valerie supervises the DSM clinic and is a teaching assistant for the Therapeutic Massage Course.

*"I am so honored to have
such a strong foundation
built by the best of the best
– both in knowledge and in
love. I am beyond grateful."*

*Miranda Rancourt
January 2023*

Aloisia Pollock, Reflexologist, was Certified by the American Reflexology Certification Board (ARCB) in 1996. She has been practicing since 1988 and currently her practice covers the Jefferson and Damariscotta, Maine, areas. She also owns and operates Sunset Cabins, a vacation spot on Damariscotta Lake. Aloisia is a former president of the Maine Council of Reflexologists and attends international Reflexology conferences. She has a business and education background, studies and instructs Yoga, and has a national sweater business. Aloisia teaches Reflexology at DSM.

Louis M. Pontillo, M.S., has been a student of East Asian philosophy and physical arts for over thirty years. He holds a B.S. in Professional Health Sciences, and an M.S. in Oriental Medicine. Louis is an avid practitioner of the martial arts, and loves to share what he practices. He teaches Centering at DSM and lives in Montville with his family.

Emily Waltz, B.S., L.M.T., is a 2002 graduate of the University of Rhode Island with a B.S. in Marine Biology and a minor in Arts. Emily is the Assistant Director, Director of Admissions and Director of Continuing Education. She graduated from DSM in 2004. Combining her love and knowledge of science, water, and the art of touch, Emily teaches Anatomy, Physiology, Hydrotherapy, Intentional Massage, Maniken®, and supervises Clinic. In her practice, A Touch of Aquarius, she specializes in Therapeutic Massage, Shiatsu, hydrotherapy treatments, and perinatal massage.

Peter West, D.C., operates a chiropractic office in Wiscasset, Maine. He received his B.A. in Biology from the



University of Maine, Farmington, and a B.S. and D.C. from the National College of Chiropractic. Dr. West teaches Pathology, Physiology, and Static & Motion Analysis at DSM. He lives with his family in Wiscasset and frequently runs in marathons. He co-teaches Integrating Chiropractic and Massage Therapy workshops with Nancy Dail.

Continuing Education Faculty

DSM offers continuing education for all manual therapists. Practitioners register for our workshops based on content but also on our amazing, experienced instructors who travel here from all over the country. For a complete list of our yearly continuing education workshops and bios see: downeastschoolofmassage.net and click on the continuing education button. Highlight bios:

David Lauterstein is Co-director of Lauterstein-Conway Massage School in Austin, TX. and has taught Deep Massage: The Lauterstein Method, throughout England and the U.S. since 1982. David is one of the most highly respected educators in the massage therapy realm, was inducted in 2011 into the Massage Therapy Hall of Fame, was awarded "Teacher of the Year" by AMTA in 2013 and the Alliance for Massage Therapy Education in 2014. He is the author of the book, *Putting the Soul Back in the Body*, *The Deep Massage Book*, and former editor of *Massage Therapy Journal*. He is also a faculty member of the Zero Balancing Health Association. His background prior to massage therapy was in philosophy and music composition. He is the composer of the massage CD, "Roots and Branches."

Jo-Ann Wilson, M.Ed., nationally certified and licensed massage therapist was a longstanding associate of the late Jack Meagher, pioneer of sportsmassage. She is the Director of Wilson Meagher Sportstherapy, a program within which she trains massage and physical therapists worldwide, and offers workshops for horse owners. Jo-Ann is the Sports Therapist for the United States Equestrian 3-day Eventing Team. She has served as Sports Therapist for the US Eventing Team for Horses and Riders at the 2015 Pan American Games, Toronto Canada, the US Olympic 3-Day Event Team at the 2000 Olympic Games in Sydney Australia. When she was not working for the United States, Jo-Ann was the official Team Therapist for horses and riders for the Canadian Equestrian Team. Jo-Ann continues to maintain a human practice as well, using the Wilson Meagher Method with her human clients. She is a graduate of the Muscular Therapy Institute, Cambridge, Massachusetts (now Cortiva Institute). Her current practice includes all levels of equestrian sports including eventing, dressage, hunters, jumpers, driving, racing and pleasure horse companions.





Course Descriptions

Science and Muscle Courses

Anatomy and Physiology Curricula Objective

To teach a comprehensive understanding of the structure and function of the human body, using experiential and traditional teaching methods.

Anatomy (57 Hours)

This course will present an introductory overview of the human body with an emphasis on the skeletal and muscular systems. All the major systems of the body will be described from a gross anatomy and a tissue level perspective. This course will include a lab component for experiential movement to bring anatomy “alive.” At the completion of this course, students will be able to visually identify, manually locate, and label the major components of each system. A 75% minimum grade average is required to pass Anatomy.

Physiology (57 Hours)

This course will present an overview of physiological processes in the human body. Special emphasis will be on the interrelationships between the musculoskeletal, nervous, and circulatory systems. Students will gain a basic understanding of the function of the human body pertinent to a massage therapy practice. A 75% grade average is needed to pass Physiology.

Pathology Curriculum Objective

To teach basic concepts of disease and its relationship to Massage Therapy.

Pathology (40 Hours)

Pathology is the study of disease. In this course the student will gain a basic understanding of the concepts of disease, inflammatory response, client assessment, therapeutic evaluation, and when to refer. Special emphasis will be on the integumentary, musculoskeletal, nervous, and circulatory systems. Students will be able to recognize and locate reference material on the pathological processes most likely encountered in a massage therapy practice. A basic introduction to HIV/AIDS, Hepatitis C, and other diseases involving public health will include definitions, precautions, contraindications, and disease awareness. A 75% grade average is needed to pass Pathology.

Kinesiology and Maniken® Muscles Curricula Objectives

To facilitate learning the origins, insertions, and actions of muscles and lay a foundation for advanced technique.

Kinesiology (45 Hours)

Approximately 100 muscles are taught by lecture, slides, and supervised practice to encourage the student to know where the muscles attach and their actions. Introduction to advanced techniques of Dimensional Massage enables the student to palpate muscles and their attachments, giving a kinesthetic approach to gaining the information. Dimensional Massage Therapy incorporates and complements understanding the structure to develop treatment goals with the Swedish techniques taught in the Massage Course. A 75% grade average is required to pass Kinesiology.

Maniken® Muscles (12 Hours lab)

Developed by Jon Zahourek Systems, Maniken class gives the student the opportunity to build muscles of the extremities using clay on a maniken model. This provides the student with a three dimensional, kinesthetic learning process for understanding muscles. Besides giving a review of the skeletal structure, Maniken Muscles helps the student to perceive the relationship of one muscle to another in terms of depth, superficiality, and attachments. No one needs artistic talent, as this course is based on participation and completion of task. This is a Pass/Fail class.

Science and Muscle Courses

Science is the foundation of your art. The development of your palpation skills and the technique utilized is based on the structure. Pehr Hendrik Ling, (1776–1839) the founder of the Swedish system of medical gymnastics, believed that a thorough knowledge of the human body and nature’s laws was a minimum for an intelligent understanding of physical education. Ling studied Anatomy and Physiology at the University of Lund and developed a practice from a scientific position that attempted to explain the cause-and-effect relationships of the healing process. His school was soon attended by allopaths of the era, curious about his success and his techniques. Pathology and Kinesiology were also taught in Ling’s curriculum. The courses described here have been designed specifically to give the DSM student knowledge in the sciences of the human body. The curriculum allows the student to build on that information by reinforcing structure and function in the technique classes.



Dr. Peter West

"An amazing curriculum that they are always looking to deepen and improve."

*David Dehlinger
September 2022*

Massage and Related Courses

Although DSM has a strong foundation in the sciences, the program goes well beyond science, and teaches the student a wide variety of practical experiences. Massage courses begin with a comprehensive presentation of Therapeutic Massage theory and technique. Integration with other courses during the program enables the student to give a massage treatment designed for the individual, based on the structure, medical history, postural assessment, and problem at hand. Self-Care classes teach the student lessons in stretching, boundaries, communication skills, and self-awareness for physical and emotional needs during school and in practice. Hydrotherapy provides specific applications to the body to add comfort, relaxation, and preparation for massage. Video mechanics classes support the school's position on proper body mechanics to avoid injuries both before and after graduation. Deep Tissue and Static & Motion Analysis advance the student to a greater understanding of technique and structure. Elder Massage, Oncology Massage, Intro to CranioSacral Massage, Pregnancy Massage, and Children's Clinic show how massage is valuable to specific populations. Reflexology adds to the student's knowledge base to give special emphasis to hands and feet. The clinic ties everything up in a tidy bundle, providing extremely valuable learning experience working on members of the general public who have a variety of conditions, illnesses, and discomforts. DSM students soothe and relax the community. No wonder so many people sign up for clinic participation!

Massage and Related Courses

☛Therapeutic Massage Curriculum Objectives

To nurture confidence and personal growth, inspiring more understanding and compassion in the individual. To teach a significant understanding of the value of touch and the psychological implications that accompany all massage work. To impart a holistic understanding of the benefits, effects, and limitations of massage therapy to appropriately refer clients to other health professionals when necessary. To teach a working competence in the practical use of Therapeutic Massage. To teach proper movement skills for each individual to prevent work-related injuries. To teach a significant introduction to pregnancy massage and to present an opportunity for students to massage children. To give students the opportunity to massage members of the elder population.

Therapeutic Massage (192 Hours)

This is the foundation of techniques taught at DSM. Holistically presented in theory and technique, Swedish is interwoven with other representations of manipulative, soft tissue therapies for the purpose of individualizing treatments. Students will become competent in techniques and learn theory, contraindications, therapeutic benefits, effects, and history of Therapeutic Massage and Bodywork in relationship to manipulative therapies. Advanced techniques are practiced and supported by Kinesiology. Special classes on headaches and blindfold massage are a part of the massage course curriculum. Video mechanics classes are a support arm of all table technique classes. Students are videotaped so they can actually see themselves practice massage. DSM invites pregnant women to participate in the biannual Pregnancy Massage Clinic. Students learn contraindications and physical support mechanisms by lecture and technique, as well as by demonstration and practice, before the Pregnancy Massage Clinic. The clinic gives the student the opportunity to practice, under supervision, with women in various stages of pregnancy. In another supervised setting, students have the opportunity to practice massage techniques on children at the annual community-supported Children's Massage Clinic. Students learn just how much children love massage! To serve the elder population, students will learn basic information, contraindications, and techniques for working with the elderly. An introduction to Oncology Massage will enhance the student's knowledge of massage therapy concepts of this subject through lecture, open discussion, and hands-on experience. CranioSacral Therapy is a very gentle hands-on technique to detect and correct imbalances or restrictions in the CranioSacral system, thereby encouraging one's own natural healing to be augmented. An introduction to CranioSacral (6 Hours) is taught through lecture and hands-on experience.

Out-of-class work includes log hours, a massage project, case studies, homework, and four treatments from professional, working therapists. Students must have a 75% grade average to pass Therapeutic Massage and complete all course requirements.

☛Centering Curriculum Objectives

To introduce students to the Body/Mind perspective and its relationship to massage therapy. To teach and practice centering techniques that can be easily applied and integrated into the students personal and professional lives.

Centering Techniques for Body/Mind (6 Hours)

This course offers students a practical philosophy and set of techniques which help to bring the body/mind into balance, thus promoting physical and emotional healing, relaxation, and well-being. Students will learn concepts and techniques that can be easily applied and integrated into their personal and professional lives. Content includes a variety of breathing and centering techniques, basic movement techniques, mindfulness, biofeedback, self-hypnosis, visualization and imagery, and Concept of 100 Percent Responsibility. Attendance and participation make this course Pass/Fail.

☛ Introduction to Self-Care and Professional Development Course Objective

To explore the emotional and physical challenges and responsibilities encountered while learning to become a professional massage therapist.

Introduction to Self-Care and Professional Development (9 Hours)

Facilitated small-group discussions explore such topics as boundaries, emotional release, trauma issues, injury prevention, sexuality, burnout, dual relationships, money, transference, countertransference, supervision, and communication. The experiences of participants and working professionals are used to gain insights into the complexity of client/therapist relationships. As a formal commitment to good physical health, the student is required to perform and log appropriate forms of exercise during the school year. Attendance, participation, and a paper written and presented are all necessary for completion. This is a Pass/Fail course.

Clinic (71 Hours)

Valuable in-class hours offer the student the opportunity to work with the public in a supervised setting. Each year DSM advertises to the community that student massage is available for a reasonable charge, and the response has made the clinic a success. Clinic supervisors work directly with the students, helping with technique, checking medical histories and SOAP notes, developing treatment goals, and monitoring student body mechanics. Clinic participants give feedback to students through evaluation forms. Participation and attendance make this course Pass/Fail.

☛ Intentional Massage Course Objective

To teach an introduction to deep tissue techniques.

Intentional Massage (36 Hours)

This course includes an introduction to rehabilitative techniques used to treat chronic pain produced by Myofascial Pain Syndrome (MPS) and muscular dysfunction from injury. The foundation of this class is the research of Ida Rolf, Dr. Janet Travell, Thomas Myers, and Paul St. John, and the effective techniques they developed. Subsequent work done by other practitioners in the field of therapeutic bodywork is incorporated. The techniques used for Intentional Massage include energy work, exercises in tissue-listening, myofascial release, a variety of energizing movement techniques for personal centering, and client reeducation. Participation and attendance make Intentional Massage Pass/Fail.

☛ Static & Motion Analysis Course Objective

To provide an introduction to gait analysis and postural assessment.

Static & Motion Analysis (12 Hours)

This course will present a basic overview of the techniques and clinical reasoning behind the assessment of static and motion analysis. Students will learn how to use visual cues in assessing clients' postural holding patterns. Students will participate in gait analysis and learn to differentiate holding patterns through active and passive range of motion testing. This is a practical participation course that links Swedish, Kinesiology, and Deep Tissue courses. It is Pass/Fail.

☛ Reflexology Curriculum Objective

To teach an introduction to Reflexology.

Reflexology (6 Hours)

Students will be able to incorporate Reflexology into a massage treatment. Specific techniques, zone areas, and sequence are taught in order to understand reflexology methods, history, and philosophy. Reflexology is Pass/Fail.



John Balletto

"DSM has so much to offer that goes above and beyond just massage! It's an amazingly all-inclusive program that 100% prepares students to enter into the world of massage with so much knowledge."

*Melissa Tenney
September 2022*



"DSM is challenging and rigorous. The curriculum and instruction helped me immensely."

*Ian Wilson
September 2022*



☛ **Hydrotherapy Curriculum Objective**

To teach an introduction to Hydrotherapy.

Hydrotherapy (12 Hours)

Hydrotherapy is the use of water in solid, liquid, or gaseous form. Students experience and learn functional applications of sauna, spa, steam, ice, paraffin, and hydrocollator as used in massage therapy. It includes principles of hydrotherapy and contraindications, as well as salt glows, fomentations, and cold packs. Hydrotherapy is a Pass/Fail course.

☛ **Introduction to Acupressure Curriculum Objective**

To teach an introduction to Acupressure.

Introduction to Acupressure (6 Hours)

For philosophy and diversity, this mandatory course gives the student an introduction to an Eastern bodywork. Students will be introduced to the basic premise of Oriental Medicine, meridian lines, yin/yang, acupoints and Qi with lecture and a demonstration. Attendance and participation make this course Pass/Fail.

☛ **Sports Massage Curriculum Objective**

To teach a working competence in event sports massage and to teach an introduction to the assessment and treatment of chronic injuries/conditions using sports massage techniques for recovery, and rehabilitative massage, for casual, recreational, competitive, and professional athletes; and to develop basic marketing strategies to promote massage therapy in a variety of practice settings.

Sports Massage (24 Hours)

This 24-hour course is taught over two weekends and introduces students to the exciting world of working with active people—the casual fitness enthusiast; adolescent, high school, and collegiate athletes; recreational and weekend competitors; masters and senior athletes; the disabled athlete, and of course, the elite and professional sportsperson. The course includes pre- and post-event massage, joint mobilization, thermal problems, proprioceptor neuromuscular facilitation, cryotherapy, and other techniques with supervised practical time. Attendance and participation make this course Pass/Fail.

☛ **Introduction to Chronic Pain Curriculum Objective**

To provide an introductory class in the broad topic of Chronic Pain

Introduction to Chronic Pain (3 Hours)

Lecture teaches a basic understanding of the definition of chronic pain and how to support clients who deal with it daily. Chronic pain is the category where we as massage therapists are the most successful, but have the most failure. Understanding chronic pain will be a life-long goal in your practice. Attendance and participation are required for a Pass/Fail grade.

"This is the highest caliber program available in Maine. The teachers quite literally wrote the book on massage. You will be challenged and will grow professionally and personally and will be recognized in your field as a highly qualified therapist."

*Mae Corwin
September 2022*

Career Development

☛ Career Development Curricula Objective

To introduce information on business skills necessary either to be successfully self-employed or to work with a health facility or another health professional.

Business Design (14 Hours)

This course will present basic business management skills including marketing, bookkeeping, insurance billing, and creative ideas for a successful massage practice. Students will learn about target markets and how to advertise and design a basic office layout. A 75% grade average is required to pass Business Design.

Business Panel and Integrating Business (3 Hours)

The business panel is composed of visiting massage therapists and guest speakers who represent their experiences to the students. A moderator keeps the discussion rolling and prepares a set of possible questions and scenarios for the group to discuss. This class gives the student the opportunity to listen to and question experienced massage therapists who have different target markets and a variety of practices in the field of massage therapy and bodywork. Discussion will include information on how massage therapy can be integrated with other health care modalities. Attendance and participation make this class Pass/Fail.

The Art of Public Presentations (3 Hours)

This class centers on how to present information on massage therapy to a group. Students will receive a variety of marketing presentation outlines to help promote their massage therapy practices. All participants will be guided through a seated massage exchange. Public speaking and techniques utilized to help dispel the fear of presenting to a group will be explored. Attendance and participation make this class Pass/Fail.

☛ Ethics Curriculum Objective

To instill ethics as an integrated philosophy with massage therapy to properly prepare the individual for the professional aspects of the career.

Ethics (9 Hours)

"Ethics is the process by which we sort out what best creates inner and outer harmony in our lives." Kylea Taylor, **The Ethics of Caring**. Classes include lecture on the philosophy and science of ethics and its relationship to massage therapy, clients, and other health professionals. Group participation includes solving ethical dilemmas and presenting "answers" to the entire class for further discussion. Students will be able to define ethics and will explore a variety of codes of ethics from the field of Massage Therapy. Attendance and participation make Ethics Pass/Fail.

"The instructors at DSM are extremely knowledgeable and skilled at turning out very good massage therapists. When I was only ¾ of the way through the one-year program, some clients that had massages from massage therapists that graduated from other programs said that my massages were much better. The program at DSM will give you the best preparation for a career as a massage therapist."

Arthur Schwarcz, September 2021

Career Development

Ethics and business courses prepare students to maintain high standards and achieve success. DSM has a variety of courses to stimulate the business side of the career field. The reality is that after the student has combined art with science, they have to figure out how to market, promote, and run a business. The courses in career development are designed to walk the student through this process.



"The Downeast School of Massage provides topnotch education from leaders in the industry, which equips graduates to be highly effective critical thinkers and therapists who mindfully treat per each client's individual needs. Just as valuable are the caring support, personal growth and transformation, and close bonds formed all with a healthy dose of Heart in a beautiful, relaxing setting. Thankfully, the learning, guidance, and friendship continue well beyond graduation, because it's a hard place to leave behind!"

*Kate Gerencer
September 2013*

Continuing Education

DSM offers continuing education in order to present a holistic approach to learning. Any of our core courses can be taken separately as continuing education. Courses are individually priced according to length, design, and purpose. Special guest workshops, certification programs, and other continuing education options are also open to graduates and professional massage therapists.

Guest speakers from all over the world have presented on a wide variety of subjects at DSM. Curriculum, continuing education, programs, and dates are subject to change. In the event that school is closed due to weather conditions, students and workshop participants will be informed.

The Downeast School of Massage is approved by the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) as a continuing education Approved Provider.

Check out our website at downeastschoolofmassage.net and click on the continuing education button for a full calendar and descriptions of workshops.

☛ Acupressure Curriculum Objective

To teach a working competence in acupressure.

Acupressure (120 Hours)

Chinese Medicine utilizes a broad range of modalities and tools to help people attain physical, emotional, and spiritual health and well-being. This series of classes will present students with a basic working knowledge of the theory and practice of Chinese Medicine using the most powerful of those tools: the fingers. Acupressure is simply acupuncture with fingers instead of needles, and can be used to treat many common health issues such as emotional stress, digestive issues, cardiovascular disorders, and fatigue. Because such issues are frequently the root cause of muscular tension and pain, integrating acupressure into bodywork sessions can contribute to a dramatic improvement in therapeutic results.





Introduction

Introduction (6 hours) is mandatory for all students. Orientation is an important time to introduce the program to students and discuss the curriculum, schedules, and policies of the school. Books are distributed, and it is a time to get to know your new classmates, as well as teachers and administration.



"The human body is an amazing machine and I am honored to be able to assist people in their healing processes. DSM definitely contributed to the evolution and depth of my understanding of massage therapy."

*Miranda Rancourt
January 2023*



Schedules



There are two class-start dates at DSM each year:

1. **September.** Students starting in September can choose between a 1-year (full-time) or a 2-year (part-time) schedule.
2. **January.** Students in the January class participate in a 1-year (full-time) schedule only.

1. SEPTEMBER 2024

A. 1-Year (Full-Time) Schedule over 10 Months

Classes begin September 9, 2024, and end July 19, 2025.

Full-time September option:

Mon.	6-9 pm	3 hrs
Tues.	6-9 pm	3 hrs
Wed.	9am-12pm	3 hrs
	1-4 pm	3 hrs
		12 hrs total

B. 2-Year (Part-Time) Schedule over Two 10-Month Periods

1st-Year Schedule

The first-year schedule begins with the 1-year students on September 9, 2024, and ends in June 2025.

Mon.	6-9 pm	3 hrs
Tues.	6-9 pm	3 hrs
		6 hrs total

2nd-Year Schedule

The second-year schedule begins in September 2025 with the full-time students of the September 2025 class and ends in July 2026.

Wed.	9am-12pm	3 hrs
	1-4 pm	3 hrs
		6 hrs total

2. JANUARY 2025

Schedule over 10 months for January 2025

The January classes begin January 20, 2025, and end October 18, 2025.

*Mon.	10am-1pm	3 hrs	* Some Mondays also 6-9pm
	2-5 pm	3 hrs	
Tues.	10am-1pm	3 hrs	
	2-5 pm	3 hrs	
		12 hrs total	



The schedules described above are the basic schedules for each class. Please note that additional in-class hours are scheduled at other times. This includes a number of Monday evenings (6-9pm) for the January class schedule.

These include over 100 hours of core curriculum hours. For example, clinic which may take place in spring and summer on many Wednesdays, Thursdays, Fridays, and Saturdays from 9am-5pm. (Each student signs up for 71 hours of available clinic time that suits his/her schedule.) Other miscellaneous courses take place on weekends and (additional) evenings. These are included on the schedule that each student receives prior to the start of school.



School Calendar

The flexibility in schedules helps students to address traveling distances and integrate work commitments with their education. The Director of Admissions discusses each student's schedule in detail with him or her during an interview prior to acceptance at DSM. The calendar, requirements for graduation, and DSM policies are also discussed on the first day of school.

Vacation and Holiday Schedule for September 2024 and January 2025 Classes

September 2024-2025 Calendar

September 9, 2024	Classes Begin
November 27 – Dec 1, 2024	Thanksgiving Vacation
Dec. 18, 2024 – Jan. 5, 2025	Holiday Vacation
February 17-23, 2025	Winter Vacation
April 14-20, 2025	April Vacation
May 26, 2025	Memorial Day
June 15-22, 2025	June Vacation
July 4, 2025	Independence Day
July 7, 8, 2025	Finals
July 19, 2025	Graduation

January 2025 Calendar

January 20, 2025	Classes Begin
February 17-23, 2025	Winter Vacation
April 14-20, 2025	April Vacation
May 26, 2025	Memorial Day
June 15-22, 2025	June Vacation
July 4, 2025	Independence Day
July 14-27, 2025	Summer Vacation
September 1-2, 2025	Labor Day Break
September 15, 22, 2025	Finals
October 18, 2025	Graduation

DSM reserves the right to change policies, requirements, hours, and schedules at any time during the school term. Students will be notified in writing of any changes.

Massage Therapy Program at a Glance

Required Courses

Hours

	Total	Lecture	Practical
Introduction	6	6	
Science & Muscle Courses			
Anatomy	57	43	14
Physiology	57	57	
Pathology	40	40	
Kinesiology	45	30	15
Maniken® Muscles	12		12
Massage & Related Courses			
Therapeutic Massage (Includes Pregnancy Massage, Children's Massage, Oncology Massage, Intro to CranioSacral, & Elder Massage)	192	30	162
Sports Massage	24	6	18
Centering Techniques	6		6
Self-Care & Professional Development	9	6	3
Clinic (total of 10 days)	71	1	70
Intentional Massage	36	10	26
Static & Motion Analysis	12	6	6
Introduction to Acupressure	6	1	5
Introduction to Reflexology	6	2	4
Hydrotherapy	12	4	8
Chronic Pain	3	3	
Career Development			
Business Design	12	12	
Business Panel and Integrating Business	3	3	
The Art of Public Presentations	3	3	
Ethics	9	9	
TOTAL HOURS	621	272	349

There are some scheduling differences between the September and January options.

* Some of these classes may be held on weekends or at times other than the regular schedule.

** See Graduation Requirements, transfer credit only.

Please note that required practical hours outside classes include log hours, case studies, and professional massages. Specific concentrations may require additional outside hours.





Admissions



Emily Waltz, Director of Admissions

Tuition and Costs

Tuition	\$12,270.00
Registration	100.00
Application Fee	50.00
Total	\$12,420.00

Prerequisites

Students must be a minimum of 18 years of age with a high school degree or equivalent; no other age limits or age discrimination. Students must receive a professional massage before acceptance to the program. Students should be in good physical and mental health and be of high moral character. Students are accepted according to available space, without regard to gender, color, creed, race, religion, national origin, marital status, sexual orientation, or disability.

School Visitation and Admissions Procedure

We welcome prospective students to attend one of our frequent open houses or arrange for a personal tour to visit the school. By visiting the school, students will meet some of the staff, tour the facility, perhaps view classes in session, and discuss entrance into the program. Dates and times for open houses are posted online at downeastschoolofmassage.net. Please call 207-832-5531 to sign up or, if you are unable to attend, schedule a Personal Tour. To apply, fill out the application on page 27 and mail to DSM with:

Non-refundable application fee	\$ 50.00
Registration	100.00
TOTAL	150.00

After receiving the completed application and fees, the Director of Admissions will contact the applicant for an interview. Upon acceptance, students will receive notification and an enrollment contract. The remaining tuition balance will be due according to the terms of the student's financial contract.

Miscellaneous Fees

General

- **Returned Check Fee.** There is a \$30 fee for any returned check.

Tuition Related

- **Deposit.** Students for whom a payment-plan has been approved, except those applicants who chose to pay in full or in two equal installments, are required to put down a \$500.00 deposit. Unless otherwise stipulated in a student's specific financial contract, deposits are required to be paid in full upon completion of the interview process. Deposits are required to be paid in full upon completion of the interview process.
- **Payment Plan.** In-house financing is available. Interest fees are included in monthly payment plans. Payment plans are established during the admissions process.
- **Credit Application Fee.** In addition to interest, there is a \$25 additional fee for initiating a payment plan.

- **Payment Plan Interest.** Interest fees are included in monthly payment-plan installments for those students for whom that option has been approved.

Program Related

- **Full tuition must be paid for any course or portion of a course that is retaken.**
- **Transfer of Credit Fee.** The minimum fee for total of all transfer of course credit is \$50.00. A portfolio review incurs a fee of \$100.00. There is a non-refundable charge for any exam to determine eligibility for credit for prior learning—\$25.00 for a written exam and \$50.00 for a practical exam/evaluation. A fee of \$30.00 per hour may also be necessary for the time it takes the instructor to create a comprehensive exam or modify an existing exam. There is also a charge of 15% of the total cost of each hour of credit awarded.
- **Transfer Schedule Fee.** Students are charged a \$100 fee for changing schedules. If the transfer results in a change of graduation date, a Delayed

Graduation Fee also applies.

- **Delayed Graduation Fee.** Students are charged a minimum fee of \$100 for a delayed graduation, if all graduation requirements are not met by the scheduled graduation date. If any coursework remains incomplete one month after graduation, a fee of \$100 per month is charged for each additional month that graduation is delayed. (This situation does not apply if graduation is delayed because a course is being retaken.) NOTE: All coursework for any course – except short courses – must be complete within 150% of the original time frame of that course in order to pass the course.
- **Leave of Absence Fee.** A fee of \$100 is charged for an approved leave of absence. Please note that a leave of absence may not extend past 6 months. An additional \$50 fee for a practical evaluation may be required upon re-enrollment.

Course Related

- **Make-Up/Retake Fee.** There is a \$15 fee for making up or retaking a

Miscellaneous Fees, continued

missed test or quiz – a \$25 fee for a written final exam or practical test. A minimum \$30 per hour fee is charged for making up any hands-on class-work. Final practical exams and/or evaluations incur a \$50 fee. Fees must be paid at time of the retake or make-up.

- **Course Retake Fee.** There is an administrative fee of \$25 for each course that a student must retake. Full tuition must be paid for any course that is retaken.
- **Missed Clinic Fee.** Should a student miss a scheduled clinic time without finding a replacement they will be charged the cost of each scheduled time missed and be required to make up the session.
- **Overdue Book Fee.** There is a 25-cent fine for each day a book is overdue.

Graduation & After

- **Graduation Fee.** There is a \$50 fee for graduation.

- **Duplicate Diploma Fee.** Each graduate is provided with one completed diploma upon graduation. \$15 will be charged for each additional diploma requested thereafter.
- **Duplicate Transcript Fee.** Each graduate is provided with a transcript

upon graduation. A \$15 fee will be charged for each additional transcript requested.

A complete list of miscellaneous fees that could be incurred is located in the DSM Student Handbook.



Intentional Massage class

Additional Costs

The following items are estimated costs incurred during the school year (unless otherwise noted). These costs are in addition to tuition and are not included in the DSM Refund Policy. Students are required to buy their own books, tables, supplies, blood pressure cuffs, stethoscopes, linens, and office supplies. Most required books are available through the school, as are lotions and oils. There are many innovative tables on the market today; DSM distributes information and arranges sales through leading table companies.

* Manuals & DVD	\$230
Books (purchased online before 1st class)	\$150
Four Professional Massages (outside class hrs)	\$300
Massage Table & Accessories (approx.)	\$300-1,200
Lotion & Oil, 2 gallons each (for entire program)	\$150
Linen	\$120
Table Accessories (optional)	\$70-\$150
BP Cuff	\$ 30
Stethoscope	\$ 15
** Graduation Fee	\$ 50
FA/CPR	\$ 50
* Due first day of school	
** See Miscellaneous Fees, beginning on page 18.	





Refund/Withdrawal Policy



Children's Clinic

- **Termination Date.** The termination date for refund computation purposes is the last date of actual attendance by the student.
- **Rejection.** An applicant rejected by the school shall be entitled to a refund of moneys paid with the exception of the application fee.
- **Three-Day Cancellation.** All moneys paid by the applicant will be refunded if requested within three business days after signing an enrollment contract and making initial payment.
- **Other Cancellation.** Any applicant withdrawing before acceptance and before start of program shall be entitled to a refund of all moneys paid minus the application fee.

"DSM has me hooked and has been a ginormous influence to stay involved with massage even later on in life, and has myself thinking about how much advocates are needed."

*Cody Wilson
September 2022*

- **Right to Cancel.** The applicant or student has the right to cancel and withdraw from the program at any time, following the guidelines of the refund policy and enrollment contract.

- **Student Withdrawal.** The DSM withdrawal policy applies based on the number of weeks of the program completed by the student.

- ✓ Any applicant requesting cancellation before entering school and starting the program, after signing the enrollment contract and after three-day cancellation, shall be entitled to a refund of all moneys paid, less the registration and application fees.

- ✓ Initial Participation For a student terminating training after entering school and completing less than 10% of the program, charges made by the school shall not exceed 10% of the tuition and deposit for the program, plus the registration and application fees.

- ✓ After 10% of the Program For a student terminating training after completing 10% of the program but within the first 25% of the program, the charges made by the school shall not exceed 25% of the tuition and deposit for the program, plus the registration and application fees.

- ✓ After 25% of the Program For a student terminating training after completing 25% of the program but within the first 50% of the program, the charges made by the school shall not exceed 50% of the tuition and deposit for program, plus the registration and application fees.

- ✓ After 50% of the Program For a student terminating training after completing 50% of the program, the school may retain 100% of the stated tuition and deposit, plus the registration and application fees.

NOTE: Student Payment Programs. For a student terminating training after completing 50% of the program, all unpaid payments will be paid to the school on pre-planned dates as contracted with the student.



"After visiting DSM, I signed up on the spot. Visited on Thursday and started class on Monday."

Everyone was very welcoming and willing to work with me throughout the program as life events happened. DSM was a great fit for me! I'm so thankful I chose DSM!"

*Brigette Bouchard
September 2022*

- **Student Dismissal.** For a dismissed student, refunded tuition will follow the same guidelines as those for students who withdraw.
- **Cancellation of Course.** In the event of cancellation of a course, tuition will be refunded unless the classes are replaced by comparable hours.
- **Finance charges, textbooks, manuals, lab fees, massage table, and supplies consumed are in addition to tuition.**



General Information

Class Size

Class size depends on whether it is a practical or lecture class. Practical classes have a maximum size of 30 students, while lecture classes may combine students to more than 40. Larger practical classes have more instructors and assistants, resulting in a ratio of working students to instructors of no more than 10:1.

Transfer of Credit Policy

Credit for prior learning is granted only when it can be determined that the course work taken at another institution is substantially equivalent to the course(s) in our program for which the applicant or student seeks credit, and when the prior learning was achieved at a recognized school, as defined below. Each request for credit for prior learning is considered on an individual basis. The Director is responsible for determining the amount of credit that will be granted, according to the following guidelines:

If a student has attended a vocational school accredited by COMTA, ACCSCT, ACCET, or NACCAS, a state-approved massage therapy school; an accredited community college, or a 4-year college or university within 3 years previous to the acceptance into the DSM program, they may apply for credit for prior learning. The number of contact hours of the transfer course must meet or exceed the number of hours of the course offered by DSM. The student must arrange for DSM to receive an official transcript from the institution where the course was taken, and in some cases the institution will also be asked for a detailed description of the course content. Depending on the topics and the courses included in the student's request for credit, they will be required to take a practical and/or written exam for each course. The instructor of a course under consideration will design the exam. Based on the results of the exam(s), the Director will determine whether credit will be granted for all or part of the request. All other courses must be taken in their entirety.

Any transfer of credit must be completed prior to the start of the course. No one is allowed to test out once the course has started. No refunds are given for transfer credit. See the *DSM Student Handbook* for further details.

Substance Abuse Policy

Students are prohibited from using, abusing, possessing, exchanging, selling and/or distributing controlled substances (illicit drugs), and/or unlawful use of alcohol, while on school premises or while engaged in any school-sponsored activity. Students are also prohibited from attending classes or class-related activities while under the influence of alcohol or illegal drugs. DSM requires students using any medication to inform the school of the medication and its reasons and notify the school at termination of such usage.

State Licensure for Massage Therapy

Graduates need only submit a completed application to the State of Maine in order to obtain a Maine license to practice massage therapy as an LMT. Requirements may vary in other states. Specific information is in the *DSM Student Handbook*.





Attendance

Attendance Policy

It is in a student's best interests to attend all classes on time. Attendance and punctuality are part of responsible and professional behavior. All grade criteria for individual courses require a component of attendance. DSM chooses to support perfect attendance (no absences, no tardies, no early dismissals) by incorporating policies on attendance in course syllabi. Actual hours present in class are recorded. Three tardies of up to one hour late constitute one absence. Make-up work may be necessary for any tardy, depending on the material missed. Three late arrivals constitute one absence. Leaving class early may constitute an absence. DSM acknowledges that absences may be unavoidable due to personal or family health reasons or to a number of other valid circumstances. In order to promote better communication, we do ask that students call the school about an absence. Students must attend at least 85 percent of each course and must follow DSM make-up policies.

For shorter courses of 16 hours or less, students must attend the entire course. Please note that it may not be possible to make up hours without retaking the missed hours at the next scheduled opportunity. Individual circumstances will

be reviewed by the instructor and/or the Director of Education.

For longer courses with a significant experiential component, attendance with non-participation is also limited, due to the significance of participation in these classes. Make-up may be mandatory for any absenteeism or non-participation, depending on the material covered in the classes involved.

Leave of Absence Policy

A leave of absence may be granted only at the discretion of the Director. It may not extend past six months.

Make-Up Work Policy

Make-up work is the responsibility of the student, and is allowed for approved situations. If a student is not present for a class, an absence is entered into the attendance record. The student is expected to contact DSM as soon as possible regarding an absence. Make-up work must be completed within 14 calendar days, keeping in mind the DSM attendance policy.

To make up missed work, a student must:

1. Obtain the form DSM Make-Up Work Contract from instructor or administration.
2. Contact instructor to receive instructions if form is received from administration.
3. Complete work according to directions given by instructor and the form.
4. On return to school, present form, with made-up work on each class missed, to appropriate instructor.

Please see *DSM Student Handbook* for policies regarding make-up/retake of quizzes and tests. No diploma will be granted until all course requirements are met. Additional costs may be incurred during this make-up process.

"I am thankful for my time at DSM. This has been an empowering and healing, life-changing experience in many ways. Thank you!"

*Pascale Mayhorn
September 2022*



Lauterstein Workshop, 2023





Satisfactory Progress

In order to maintain satisfactory progress toward a DSM diploma, students are required to:

1. Maintain a minimum grade average of 75% in a 100-point system.

93-100	A
84-92	B
75-83	C
Below 75	Fail
2. Pass all Pass/Fail courses.
3. Complete the program in the time frame for which they have enrolled.
4. Compile the minimum of clock hours required in each program. The COMTA definition of a clock hour states that "a clock hour is defined as a 60-minute block of time consisting of a minimum of 50 minutes of instruction with appropriate breaks."

All grades have an attendance and participation component. Evaluation methods and performance standards for each course are specified on its syllabus.

According to DSM policy, make-up work for a missed class must be completed within 14 days to receive credit (see Make-Up Work Policy on page 22), unless other arrangements have been made with the instructor and/or Director of Education. If additional time is needed to complete an assignment or other course requirement, a student must make arrangements for an extension with the instructor and/or Director of Education. All coursework for any course (except short courses) **must** be completed within 150% of the original time frame of that course in order for the student to pass the course (unless a leave of absence has been arranged).

Prerequisites

Kinesiology. A student must have a passing grade in Anatomy to commence Kinesiology and must pass the course in order to continue in Kinesiology.

Pathology. A student may not participate in Pathology if the student fails both Anatomy and Physiology.

Therapeutic Massage II. A student must also have passed Anatomy to proceed to Therapeutic Massage II. Satisfactory completion of Therapeutic Massage I is also a prerequisite for Therapeutic Massage II. If a student has received permission for an

extension but is unable to complete course requirements for Therapeutic Massage I before Therapeutic Massage II commences, the student may appeal to a review panel. This process incurs a fee of \$100. These exceptions are granted on a case-by-case basis. This process must be addressed before Therapeutic Massage II begins. An appeal form may be obtained from the instructor or the Director of Education.

Incomplete Policy

If a student does not complete all required course material or attend a sufficient number of classes by the end of the course, the student will receive an incomplete. The time the student has to complete said coursework will be up to the instructor and Director of Education. That work must be completed before the end of the enrolled program. If the student does not complete all work required by the date established the student will receive a failing grade for the course. No academic credit is given for a course from which a student withdraws. Full tuition must be paid for any course that is retaken.

Probation and Dismissal Policy

Probation indicates that a student may continue under certain conditions for a specific period of time. A student may be placed on probation for:

1. Failure to follow Student Code of Ethics.
2. Failure to make satisfactory academic progress.
3. Failure to make up-to-date tuition payments.
4. Failure to have a complete student file.
5. Failure to comply with DSM Attendance Policy.

The Director has the responsibility of probationary action.

Dismissal indicates that a student must withdraw from the school program, and may not reapply for at least one year or more, as determined by the Director and appointed disciplinary committee. A student may be dismissed for:

1. Failure to follow Student Code of Ethics.
2. Failure to complete probationary requirements.
3. Failure to make tuition payments up to date.
4. Failure to keep grades at a 75% minimum in all courses.
5. Failure to comply with DSM Attendance Policy.

Graduation Requirements

Graduation diplomas are awarded after all of the following criteria are met:

1. Completion of all required coursework as specified in each course syllabus. (Note: The minimum passing course grade is 75%.)
2. Pass all Pass/Fail courses
3. Timely payment-in-full of all tuition and fees. All fees must be paid prior to taking final practical exams.
4. Compliance with all rules and regulations of the school, including maintaining professional standards of conduct at all times.
5. Library materials, books, etc., must be returned to the school before graduation.
6. Any student who has not completed the graduation requirements, other than the regularly scheduled final massage practical, two weeks prior to the graduation date will not be allowed to participate in the official graduation ceremony. Students may participate in the graduation ceremony of the class in which they complete their work.

Grievance Procedure

In the event of any grievance or complaint, it is appropriate for the parties involved to resolve the problem in a manner that is professional and respectful of each individual. Toward that end, they should meet together first. Should the matter need further intervention, the Director of Education will work with both parties for a mutually satisfactory solution. The final course of action is to bring the situation before a disciplinary committee. See the *DSM Student Handbook* for outlined details.



Student Code of Ethics

Positive ethical behavior is expected of all students enrolled in any DSM program or continuing education course. Students must follow all school policies, which include:

1. Students must dress modestly and appropriately while attending classes, following DSM's Student Attire Policy.
2. Students must follow DSM's Attendance Policy.
3. Students may not engage in any sexual activity on the campus.
4. Sexual harassment or innuendoes are not allowed at any time at DSM.
5. Students must maintain acceptable personal hygiene.
6. Smoking is not allowed inside the school building or on school grounds.
7. Students may not violate the DSM Substance Abuse Policy.
8. Students must use professional draping procedures in all massage classes and clinics.
9. Students must follow DSM's policy on draping.
10. Students may not cheat on exams or homework, or plagiarize papers.
11. Students may not be disruptive in classrooms or on school grounds and must treat fellow students and teachers with respect.
12. Student use of DSM credentials and/or name before all graduation requirements are met is prohibited unless approved by appropriate administrative staff.
13. Students must respect the property of DSM and obtain permission before using or taking any property owned by DSM or by school personnel.
14. Students must follow DSM's policies on confidentiality.
15. Students must work with clinic clients in a professional and ethical manner and comply with all policies concerning the clinic experience.
16. Violent behavior and abusive language are prohibited at DSM.
17. Students must follow the Infections, Diseases, and Conditions Policy.
18. Students must understand and follow the policy on receiving compensation for massage.
19. Students must understand and comply with Student Responsibilities.
20. Students must refrain from any ethnic remarks or prejudicial remarks or actions.
21. Behavior that could cause public comment that is detrimental to the school or profession is prohibited.



22. Students must use the title "Student of Massage" prior to graduation. According to L.D. 1525, Chapter 681, subsection 14306-C, "A person may not, unless specifically exempted by this chapter, claim to be a massage therapist or a massage practitioner unless licensed in accordance with this chapter." Students may apply for licensure after graduation.
23. Solicitation is not allowed at DSM, either on school property or at any school-sponsored events. Solicitation is not allowed at any events requiring student participation away from school property. Such behavior reflects on the school as well as the profession.





Student Services

Student Files

Student files are secured by the Director of Admissions or Director of Education. A student may request to access his/her file through the Director of Admissions or the Director of Education. All student files are considered confidential, and are accessible only to the individual student and authorized personnel of DSM unless the student has signed a release of information form.

Tutoring Policy

Tutoring for students in need of additional help is available from appropriate instructors and assistants at a charge of \$20 per hour for lecture, to a minimum of \$30 per hour for hands-on classwork, and \$5 per hour for each student participating in group tutoring. The student pays all tutoring fees directly to the instructor.

Student tutorial needs are based on notification by student to instructor, recommendation from the Director of Education, or by substandard performance. Tutorial services can be used for make-up in special

circumstances, as determined appropriate by the instructors and the Director of Education.

Placement

DSM supports graduates by passing along referrals on any job opportunities that become known to the school. These announcements are placed on the school bulletin board and are published in *IN TOUCH*, the school newsletter. Most graduates set up a self-employed business; however, DSM encourages a variety of experiences and is aware that there are no guarantees of profitable employment, self or otherwise. Therefore, DSM is willing to do as much as possible to help graduates find employment, and every inquiry that comes to the Director of Placement is followed through as thoroughly as possible.

In addition, all DSM students graduate with business skills to help them develop their own practices or find work, i.e., resume-writing, knowledge of massage, professional organization, etc. DSM has a record of past, present, and potential employers to which students and graduates may have access.

The alumni are helping the school by notifying us when they change or obtain new jobs. DSM also periodically checks with employers on graduates' work. Since there is no saturation of Massage Therapists, the vast majority of our graduates are able to find work within the field. Jobs vary widely from health spas, Olympic Team Massage, Infant and Pregnancy Massage, to cruise ship opportunities, Corporate Massage and Equine Massage. Many health professionals are incorporating their medical backgrounds with Massage. A high percentage of DSM graduates are in full-time, private practice; others have chosen a part-time career.

DSM helps guide the student with course choices in order to provide the background for career expectations. Students need a firm educational foundation in order to support a successful practice. That process begins at the Downeast School of Massage.



Kim Lewis-Lash, DSM Store manager.

DSM Store

We are dedicated to providing quality therapeutic supplies and alternative products for the enhancement of professional growth and personal holistic health.

The DSM Store carries a wide variety of essential products including music, cards, lotions, oils, creams, aromatherapy supplies, massage tables and chairs, and much more.

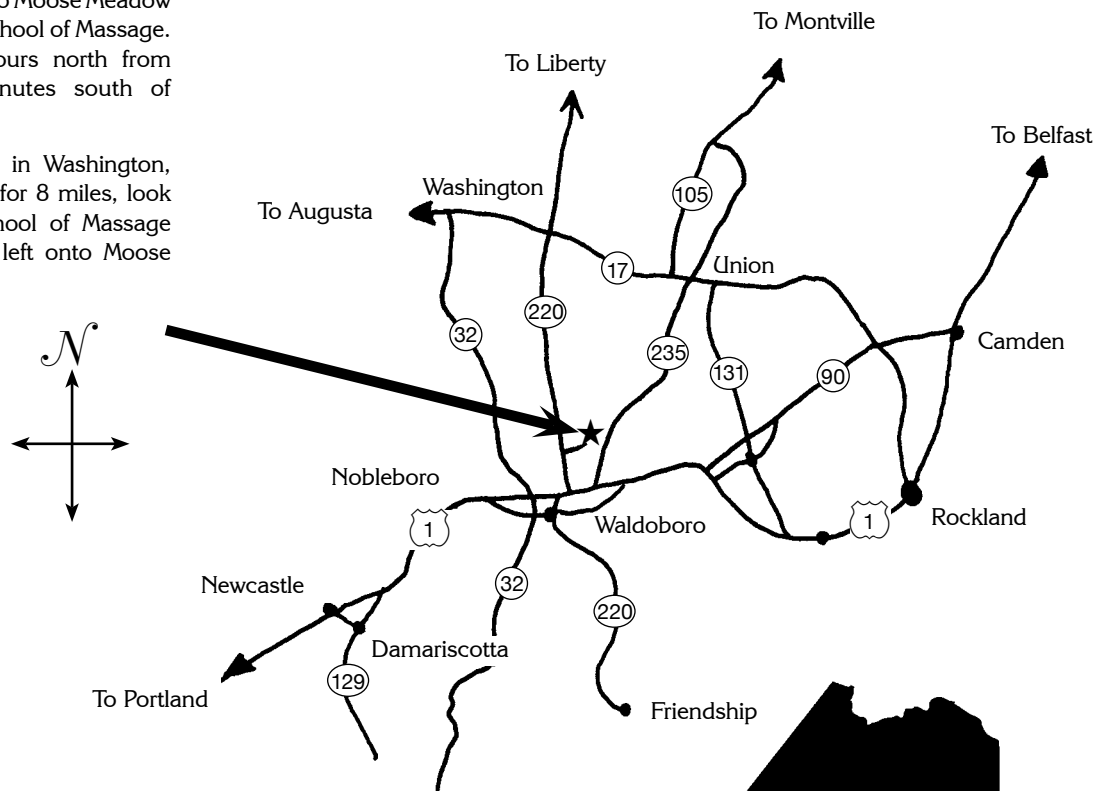
E-mail, call, or write for more information.

The store is often open during school hours. Email: dsmstore@gmail.com or call: 207-832-5531 for more information.

Getting Here

From U.S. Route 1 in Waldoboro, follow the signs north on Route 220 approximately 2 miles to Moose Meadow Lane and Downeast School of Massage. The school is 1¼ hours north from Portland and 25 minutes south of Camden, Maine.

From State Route 17 in Washington, take Route 220 south for 8 miles, look for the Downeast School of Massage sign on left and turn left onto Moose Meadow Lane.



Catalog Statement

This catalog is not a contract. The contractual agreement DSM makes with students is in the form of an Enrollment Contract. Catalogs are published at least once a year for the September and January programs. Contents of this catalog are written solely for the Downeast School of Massage for admission and continuing education purposes and as such may not be reprinted or copied without the express permission from owners of the Downeast School of Massage.



Downtown School of Massage

Application for Enrollment

Date _____

Name _____ Social Security Number _____

Address _____

City _____ State _____ Zip _____ Cell phone _____

Phone (h) (____) _____ Phone (w) (____) _____ E-mail _____

Date of Birth _____ Age _____ Marital Status _____

Applying for:

- ☐ Completion of January program.
- ☐ Completion of September program in one year.
- ☐ Completion of September program in two years.

Education (include high school, university, location, date, degree)

Employment

Current occupation: _____

Place of employment: _____ Date hired: _____

Personal

Have you ever been convicted of a felony or misdemeanor? ☐ Yes ☐ No

If yes, explain: _____

Do you have any physical or health problems? _____

Do you have previous experience in the field of Massage? ☐ Yes ☐ No

If so, where? _____

Have you had training in any other health field (nursing, EMT, etc.)? _____

Have you received Massage Therapy before? ☐ Yes ☐ No

Enclosures with Application

1. Please briefly tell us why you wish to become a Massage Therapist, including a description of areas of interest and your goals.

2. Enclose a transcript of last school attended or high school diploma/equivalent.

3. References

Please enclose two written, detailed character references which address your moral character, ambition, dependability, etc. No references from people related to you, either by blood or by marriage, will be accepted. One reference must be from a person who has known you for at least three years, and one must be from a supervisor, teacher, or person who knows you in some working capacity (the latter does not need to have known you for three years, but must be able to verify your character and explain how s/he knows you). Reference letters should be typed and signed; however, we will accept legibly handwritten letters provided the writer's name, address, and phone number are neatly printed.

4. Please enclose a recent individual photograph.

5. Method of Payment: ☐ Pay in Full ☐ Two Payments ☐ Monthly Payments

6. Forward application with:

- One check for the Non-Refundable Application Fee and Registration..... \$150

To: Director of Admissions
Downeast School of Massage
PO Box 24
Waldoboro, ME 04572-0024

Applicant Signature: _____

Signing this application verifies that all questions have been answered truthfully.

*We strongly suggest contacting the school for a tour,
complete information about our schedules and classes, or to sit-in on a class.*

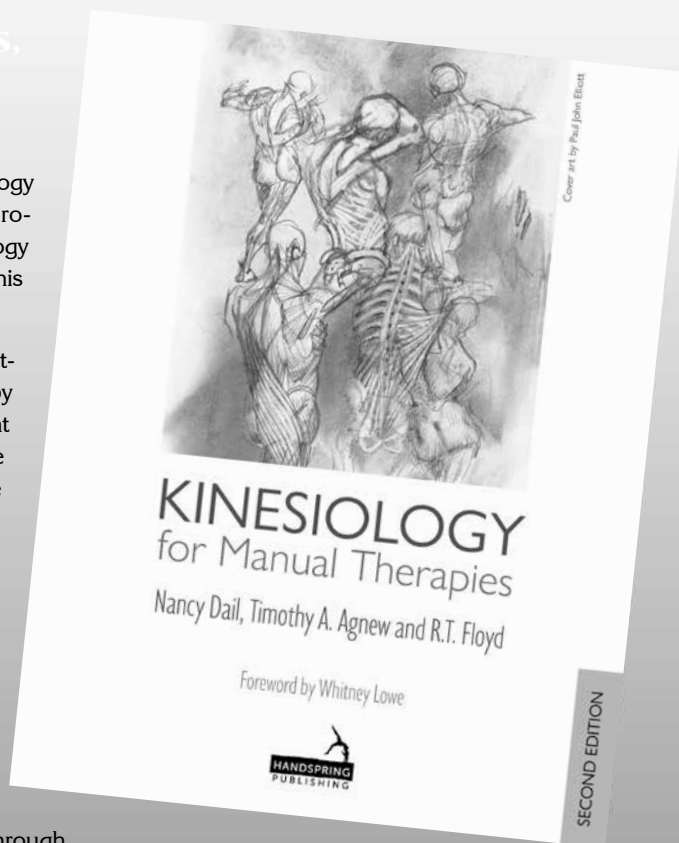
The Downeast School of Massage is proud to present Publications by Nancy Dail

Kinesiology for Manual Therapies, Second Edition

by Nancy Dail, Timothy A. Agnew, and R.T. Floyd

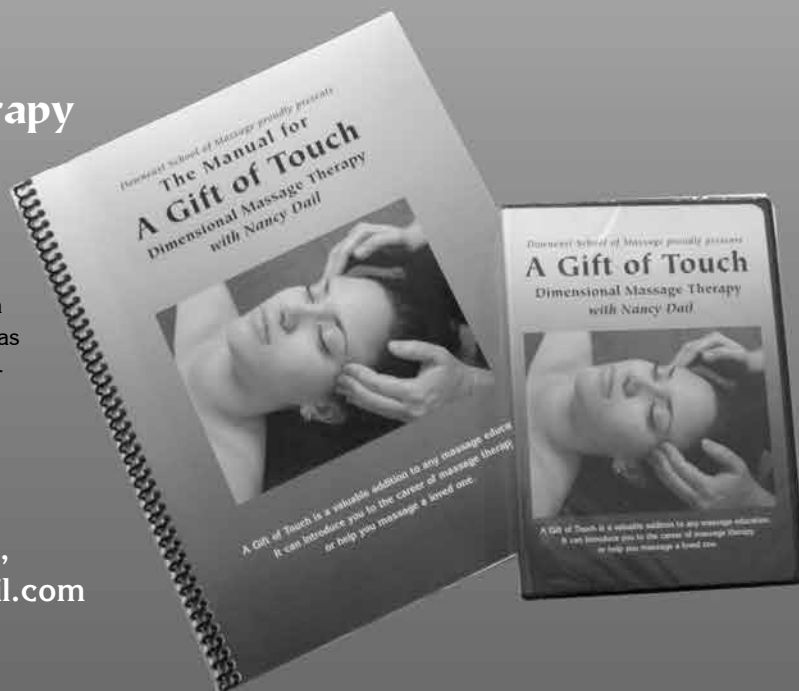
This innovative text that provides an advanced look at kinesiology and functional anatomy. The collective effort of three leading professionals in the field to explore the curriculum of kinesiology along with massage techniques and therapeutic exercises, this book provides

The organization of the book is two-fold: a chapter on the anatomy of the joints and muscles for a particular area is followed by a chapter that teaches specific techniques of massage for that musculoskeletal region. The subject is approached from a wide perspective of needs in multiple manual therapies: massage therapy and bodywork, athletic training, physical therapy, occupational therapy, and physical fitness. Included are learning-intensive guides that will help students develop palpation skills, support their knowledge of anatomy, and help them build a toolbox of techniques that will provide a mechanism for specializing treatments. Kinesiology for Manual Therapies helps bridge the gap between basic anatomy and physiology courses and advanced courses. It can be used by the student of manual therapies. Practicing therapists will also find it useful as a reference text for continuing education and professional growth. Order *Kinesiology for Manual Therapies* through Handspring Publishing.



A Gift of Touch: Dimensional Massage Therapy with Nancy Dail

Learn how to do a full-body massage, or improve your existing skills with this new DVD. The companion Manual (also available separately) provides a written description of the techniques on the DVD, plus bonus techniques not on the DVD, as well as chapters on body mechanics, contraindications, and more.



For purchasing information,
email downeastmassage@gmail.com
or call 207-832-5531



Downeast School of Massage

PO Box 24 • 99 Moose Meadow Lane
Waldoboro, ME 04572-0024

(207) 832-5531

downeastmassage@gmail.com

downeastschoolofmassage.net

